the dpsa
Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

PUBLIC SERVICE VACANCY CIRCULAR

PUBLICATION NO 29 OF 2026
DATE ISSUED 14 AUGUST 2026

1. **Introduction**

1.1 This Circular is, except during December, published on a weekly basis and contains the advertisements of vacant posts and jobs in Public Service departments.

1.2 Although the Circular is issued by the Department of Public Service and Administration, the Department is not responsible for the content of the advertisements. Enquiries about an advertisement must be addressed to the relevant advertising department.

2. **Directions to candidates**

2.1 Applications on form Z83 with full particulars of the applicants' training, qualifications, competencies, knowledge and experience (on a separate sheet if necessary or a CV) must be forwarded to the department in which the vacancy/vacancies exist(s). **NB: PROSPECTIVE APPLICANTS MUST PLEASE USE THE NEW Z83 WHICH IS EFFECTIVE AS AT 01 JANUARY 2021.**

2.2 Applicants must indicate the reference number of the vacancy in their applications.

2.3 Applicants requiring additional information regarding an advertised post must direct their enquiries to the department where the vacancy exists. The Department of Public Service and Administration must not be approached for such information.

2.4 It must be ensured that applications reach the relevant advertising departments on or before the applicable closing dates.

3. **Directions to departments**

3.1 The contents of this Circular must be brought to the attention of all employees.

3.2 It must be ensured that employees declared in excess are informed of the advertised vacancies. Potential candidates from the excess group must be assisted in applying timeously for vacancies and attending where applicable, interviews.

3.3 Where vacancies have been identified to promote representativeness, the provisions of sections 15 (affirmative action measures) and 20 (employment equity plan) of the Employment Equity Act, 1998 should be applied. Advertisements for such vacancies should state that it is intended to promote representativeness through the filling of the vacancy and that the candidature of persons whose transfer/appointment will promote representativeness, will receive preference.

3.4 Candidates must be assessed and selected in accordance with the relevant measures that apply to employment in the Public Service.

4 SMS pre-entry certificate

4.1 To access the SMS pre-entry certificate course and for further details, please click on the following link: https://www.thensg.gov.za/training-course/sms-pre-entry-programme/. For more information regarding the course please visit the NSG website: www.thensg.gov.za.

AMENDMENT : **DEPARTMENT OF INTERNATIONAL RELATIONS AND COOPERATION:** Kindly note that the following post was advertised in Public Service Vacancy Circular 28 dated 07 August 2026, Deputy Director: Human Resources (Recruitment and Selection) with Ref No: 0731/02; the post was advertised with the incorrect email address. The correct Email address is: ddhr26@dirco.gov.za**.** Closing Date: 04 September 2026

ANNEXURE P

PROVINCIAL ADMINISTRATION: FREE STATE
DEPARTMENT OF TREASURY

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

APPLICATIONS : Effective from 1 April 2026, the Free State Provincial Treasury now utilises an e-Recruitment System (applicants must submit their applications via the online link https://www.erecruitment.fs.gov.za

CLOSING DATE : 04 September 2026

NOTE : all applicants must login/register to apply for positions, we only accept hand delivered/posted applications should an applicant prove that he/she tried to apply via e-Recruitment with no success and the Free State Provincial Treasury Information Technology Sub-directorate was unable to assist. The Department will not be responsible for server delays. Late applications due to technical issues will not be considered. The applicant's profile on the e-Recruitment is equivalent to the newly approved Z83, and it is the responsibility of applicants to ensure their profiles are fully completed or their applications will not be considered, as per the DPSA Practice Note. Applicants should upload their curriculum vitea (CV), qualification(s) and other related document(s) as one (1) document attachment on the e-Recruitment system. (Please ensure that document is in PDF format & maximum size 3MB). The Curriculum Vitae should be specific regarding previous positions occupied and the start date and end date of the position(s) should be indicated. Accompanying relevant documentation required to be uploaded on the system such as copies of all qualifications including National Senior Certificate/Matric certificate, Driver's license, ID, etc., such documents need not be certified at point of application, however, certification will be required prior to attending the interview. Only short-listed candidates will be required to submit certified copies of qualifications and other related documents on, or before the day of the interview following an invitation from the Department to attend an interview, and such qualification(s) and other related document(s) should be in line with the requirements of the advertisement. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other will be an integrity (ethical conduct) assessment. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are submitted online timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA). The highest relevant qualification should be captured/listed as the first qualification on the e-recruitment profile. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their applications were unsuccessful. Communication will be limited to short-listed candidates only. Suitable candidates will be subjected to personnel suitability checks (criminal record check, citizenship verification, financial assets check, qualification verification and reference checks). Applications must declare any pending criminal, disciplinary or any other allegations or investigations and/or record. The Department reserves the right not to make appointments on the advertised post(s). All queries must be submitted via email addressed to the Human Resources Recruitment Support Team on: recruitment@treasury.fs.gov.za (no applications, strictly for enquiries purposes). Free State Provincial Treasury is compliant with the requirements of POPIA.

OTHER POSTS

POST 29/137 : **DEPUTY DIRECTOR: MUNICIPAL ACCOUNTING AND ASSET MANAGEMENT REF NO: FSPT 011/26 (X2 POSTS)**
Re-Advertisement: Applicants that previously applied for the post, are encouraged to apply again.

SALARY : R932 292 per annum (Level 11), an all-inclusive salary package. (This all-inclusive flexible remuneration package consists of a basic salary, the Government's contribution to the Government Employees 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, housing allowance and medical aid assistance)

CENTRE : Bloemfontein

REQUIREMENTS : An appropriate degree or advanced diploma (NQF level 7) majoring in Financial Accounting with a minimum of five (5) years' experience in an accounting environment of which three (3) years should have been on an Assistant Director / supervisory level. Knowledge of the Municipal Finance Management Act (MFMA), Public Finance Management Act (PFMA), Municipal Structures Act (MSA), Division of Revenue Act (DORA), Treasury Regulations, Municipal Standard Chart of Accounts (mSCOA) and other relevant local government legislation. Must possess the following skills: Leadership, report writing, analytical, communication, presentation, project management, and conflict management. Computer literacy. Valid driver's license.

DUTIES : Promote adherence to Generally Recognized Accounting Practice (GRAP) standards and timeous submission of credible financial statements. Report on compliance with National/Provincial Treasury reforms. Report on the readiness of municipalities to compile annual financial statements (AFS). Review and report on the quality of annual financial statements submitted. Promote the improvement of audit outcomes in municipalities. Provide support and monitor internal controls in municipalities, which involves reporting on the assessed Financial Management Capability Maturity Model (FMCMM), e-Monitor Portal and submitted 5 Key Controls. Support and monitor compliance with accounting and asset management. Manage the resources of the Sub-directorate to ensure effective and efficient operations.

ENQUIRIES : Mr. R M Nkomonde: (recruitment@treasury.fs.gov.za)

POST 29/138 : **DEPUTY DIRECTOR: PROVINCIAL RISK MANAGEMENT REF NO: FSPT 012/26**

SALARY : R932 292 per annum (Level 11), (an all-inclusive salary package), (This all-inclusive flexible remuneration package consists of a basic salary, the Government's contribution to the Government Employees 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, housing allowance and medical aid assistance)

CENTRE : Bloemfontein

REQUIREMENTS An appropriate degree or equivalent qualification (NQF level 7) in the field of Risk Management/Internal Audit/Financial Management or equivalent qualification with Risk Management as a major subject. Membership of the Institute of Risk Management of South Africa (IRMSA). A minimum of five (5) years' relevant experience in the development, implementation and/or monitoring of risk management systems/strategies, risk management services and the management of risk management services environment of which at least three (3) years should have been on an Assistant Director/supervisory level. Knowledge of the Public Finance Management Act (PFMA), Treasury Regulations. Public Service Risk Management Framework (PSRMF) and King IV report. Membership of the institute of Risk Management South Africa. Must possess the following skills: communication, presentation, leadership, project management, analytical, and problem solving. Computer literacy. Valid driver's license.

DUTIES : Monitor and enforce compliance and effective implementation of risk management in the allocated Departments. Draft Bi-annual Assessment Reports. Facilitate accredited risk management training within the province. Facilitate anti-fraud awareness seminars/conferences and maintain ACFE Corporate Membership for the Province. Provide support to Departments and entities on Risk Management and Risk Management Committee activities.

		Promote and report on the Key Control Matrix of allocated Departments. Manage resources of the Sub-directorate to ensure the smooth running of the sub-directorate.
ENQUIRIES	:	Ms. K F Makepe: (recruitment@treasury.fs.gov.za)
NOTE	:	Completed risk management e-learning course and certification as a Risk Management Practitioner will be an added advantage.
POST 29/139	:	**ASSISTANT DIRECTOR: MUNICIPAL ACCOUNTING AND ASSET MANAGEMENT REF NO: FSPT 013/26 (X2 POSTS)**
SALARY	:	R487 197 per annum (Level 09), (A basic salary)
CENTRE	:	Bloemfontein
REQUIREMENTS	:	An appropriate degree or advanced diploma (NQF level 7) majoring in Financial Accounting with a minimum of three (3) years' experience in an accounting environment. Knowledge of the Municipal Finance Management Act (MFMA), Public Finance Management Act (PFMA), Municipal Structures Act (MSA), Division of Revenue Act (DORA), Treasury Regulations, Municipal Standard Chart of Accounts (mSCOA) and other relevant local government legislation. Must possess the following skills: Report writing, analytical, communication, presentation, project management, and conflict management. Computer literate. A valid driver's license.
DUTIES	:	Promote adherence to Generally Recognized Accounting Practice (GRAP) standards and timeous submission of credible annual financial statements. Support the monitoring and compliance with the financial accounting reporting requirements. Support monitoring and compliance with accounting and asset management. Support municipalities to improve audit outcomes for all delegated municipalities. Provide support and monitor internal controls in municipalities.
ENQUIRIES	:	Mr. R M Nkomonde: (recruitment@treasury.fs.gov.za)
POST 29/140	:	**ASSISTANT DIRECTOR: MUNICIPAL REVENUE AND DEBT MANAGEMENT REF NO: FSPT 014/26**
SALARY	:	R487 197 per annum (Level 09), (A basic salary)
CENTRE	:	Bloemfontein
REQUIREMENTS	:	A relevant degree/advanced diploma (NQF level 7) in Financial Management/Financial Accounting/Management Accounting or equivalent qualification with a minimum of three (3) years' experience in an accounting environment. Knowledge of the Municipal Finance Management Act (MFMA), Municipal Property Rates Act (MPRA), Municipal budgets and reporting regulations, Treasury Regulations and Municipal Finance Management Circulars. Must possess the following skills: analytical, basic numerical, negotiating, reporting, presentation, communication, and action oriented. Computer literate. A valid driver's license.
DUTIES	:	Support the implementation of revenue management by targeted municipalities. Support the implementation of debt management by municipalities. Provide advice and technical guidance on revenue related tariffs, policies, and tariff setting related to the revenue management cycle. Provide advice and technical guidance on revenue and debt management. Support and assist with the co-ordination of training to build capacity in municipalities.
ENQUIRIES	:	Ms. S Marokane: (recruitment@treasury.fs.gov.za)
POST 29/141	:	**ASSISTANT DIRECTOR: ECONOMIC ANALYSIS REF NO: FSPT 016/26 (X2 POSTS)**
SALARY	:	R487 197 per annum (Level 09), (A basic salary)
CENTRE	:	Bloemfontein
REQUIREMENTS	:	An Honors Degree/Postgraduate Diploma (NQF Level 8 qualification) in Economics/Econometrics/Statistics/Mathematical Statistics or equivalent qualification with a minimum of three years' working experience in a research or economic policy analysis environment. Knowledge of the Division of Revenue Act, Public Finance Management Act (PFMA), Public Service Regulations, Treasury Regulations, research methods, Macro-Economics, Socio-Economics and policy interpretation/formulation. Must possess the following skills: Analytical, mathematical, publication writing, research, problem

		solving, interpersonal, ability to work independently, decision making, presentation and report writing. Computer literacy. Valid driver's license.
DUTIES	:	Contribute to the annual Provincial Economic Review and Outlook (PERO) publication and the Municipal Economic Review and Outlook (MERO) publication. Contribute to Section 3 of the Provincial Budget Statement 1 on economy, social and labour issues. Contribute to the annual financial statements or Quarterly Labour Market Review. Conduct and provide support in socio economic research analysis and development. Analyse key economic variables their interrelations and relevance for the budget. Perform periodic collection, maintenance and update Provincial Socio Economic indicators in database. Conduct research and contribute to Departmental publications.
ENQUIRIES	:	Mr. P Chomane: (recruitment@treasury.fs.gov.za)
POST 29/142	:	**LEGAL ADMINISTRATION OFFICER REF NO: FSPT 015/26**
SALARY	:	R337 563 – R685 812 per annum, (A basic salary), Salary will be determined according to the number of years post qualification legal experience in accordance with the OSD Determination).
CENTRE	:	Bloemfontein
REQUIREMENTS	:	A LLB degree or an equivalent/recognized four-year law degree. At least two (2) years post qualification legal experience. Knowledge of the Public Finance Management Act, Municipal Finance Management Act, Treasury Regulations, Public Service Regulations, and other relevant legislation related to the Public Sector environment. Computer literate. Good business communication, interpersonal and analytical skills. A valid driver's license.
DUTIES	:	Identify legal capacity gaps within the Department. Market the Legal Management Framework. Provide continuous support and guidance on the implementation of the Legal Management Framework and guidelines within the Department. Liaise with different stakeholders of the Department regarding legal matters. Analyze documents and provide legal advice. Monitor the application of legal matters. Act as a presiding officer during disciplinary hearings. Draft legal service level agreements. Monitor compliance to service level agreements. Create awareness on legal matters. Manage the human resource of the Division to ensure the smooth functioning of the Division.
ENQUIRIES	:	Mr. S Mhlambi: (recruitment@treasury.fs.gov.za)
POST 29/143	:	**SECURITY OFFICER SUPERVISOR REF NO: FSPT 017/26**
SALARY	:	R237 453 per annum (Level 05), (A basic salary)
CENTRE	:	Bloemfontein
REQUIREMENTS	:	A grade 10 qualification. Completed basic Security Officer's training course with at least two years' relevant experience. Proof of registration with the Private Security Industry Regulatory Authority (PSIRA). Knowledge of access control procedures, measures for the control and movement of equipment and store content, prescribed security procedures, authority of a Security Officer and emergency procedures.
DUTIES	:	Supervise the security functions performed by the Security Officers to ensure adherence to and implementation of Departmental security policies. Perform administrative functions. Monitor and maintain effective security systems. Provide support during investigations.
ENQUIRIES	:	Mr. T P Petersen: (recruitment@treasury.fs.gov.za)

ANNEXURE Q

PROVINCIAL ADMINISTRATION: GAUTENG
DEPARTMENT OF ENVIRONMENT

Department of Environment is an equal opportunity employer and intends to promote equity through filling of these posts. Candidates whose appointment / promotion will promote the achievement of employment equity within the department will receive preference, in particular designated groups (coloured's, Indians, whites and persons with disability.)

APPLICATIONS : To apply for the below positions, please submit your application online at http://professionaljobcentre.gpg.gov.za or send an email @ GDENVrecruitment@gauteng.gov.za

CLOSING DATE : 28 August 2026

NOTE : Quoting the relevant reference number applications must be submitted on the New Z83 form obtainable from any Public Service Department or on the internet at www.gov.za/documents. Applications with the Old Z83 form will not be considered. A New Z83 form must be fully completed, duly signed and initialed by the applicant. A recent, comprehensive CV, specifying all qualifications and experience, with respective dates must accompany the application form. Applicants are not required to submit copies of qualifications and other relevant documents on application. Applications received after the closing date will not be considered. Only shortlisted candidates will be required to submit certified copies of qualifications obtained and other related documents on or before the day of the interview, following communication from Human Resources and will be subjected to verification by the South African Qualifications Authority. Candidates in possession of a foreign qualification must also provide an evaluation certificate issued by the South African Qualifications Authority (SAQA), at own expense. Failure to submit the requested documents will result in the application not being considered further. Due to the anticipated large volume of responses, correspondence will be limited to shortlisted candidates only. All shortlisted candidates shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other will be an integrity (ethical conduct) assessment. After the pre-entry assessments, an oral interview will be conducted. Suitable candidates will be subjected to personnel suitability checks (criminal record, citizenship, credit record checks, qualification verification and employment verification). By responding to the advertisement, applicants consent to the collection, processing and storing of their Personal Information in accordance with the Protection of Personal Information Act (POPIA) Act No. 4 of 2013. Candidates will therefore be required to give consent in terms of the POPI Act in order for the Department to conduct the verifications. Information will be used for the purpose of recruitment only and more specifically for the purpose of the position/vacancy you have applied for and will not be shared with third parties without prior consent, unless required by law. All applicants must declare any conflict or perceived conflict of interest and must disclose membership on Boards and directorships associated with. If you have not been contacted within six (6) months of the closing date, please accept that your application was unsuccessful. The submitted CVs will be destroyed as legislated in the National Archives Act. In the event that your application is unsuccessful, the Department will retain your personal information only for audit purposes as required by policies. All the information requested now or during the process is required for recruitment purposes. Failure to provide the requested information will result in your application not being considered further. The Department reserves the right not to make an appointment to the advertised post(s). The successful candidate must disclose particulars of all registrable financial interests and sign an employment contract within one month from the date of assumption of duty. A Performance Agreement must be concluded and signed within three months from the date of assumption of duty. Notes for applicants of SMS posts: Successful completion of the Nyukela Public Service SMS Pre-entry Programme as endorsed by the National School of Government, available as an online course on https://thensg.gov.za/trainingcourse/sms-pre-entry-programme/, prior to the finalisation of the appointment, is a requirement for all SMS positions. All shortlisted candidates for SMS posts will be subjected to a technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo psychometric

assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity.

OTHER POST

POST 29/144 : **CONTROL ENVIRONMENTAL OFFICER GRADE A: REF NO: REFS/REF/056060**

SALARY : R636 978 per annum, (plus benefits), offer will be based on appropriate and recognizable experience in line with the OSD requirements).

CENTRE : Johannesburg (Head Office)

REQUIREMENTS : Grade 12 plus Honours Degree (NQF Level 8) in Environmental Management/Sciences, Natural Sciences, Engineering and Chemistry as recognised by SAQA. Minimum of 6 years' relevant experience within environmental Field. Valid drivers' license. Competencies: Computer Literacy. Good writing skills. Good communication skills (listening, explanation, influencing, motivating, negotiation). Good admin skills, organising skills. Good chairing skills/ability to manage meetings. Management of people. Management of finances (budgeting, controls, reporting) Strategic Planning and project management; including contingency planning Understanding Public Service and Departmental acts and policies (e.g. HR/ Finance/ tender regulations).

DUTIES : Manage a unit or region within the Directorate (Provide strategic direction and leadership). Ensure Unit work is in line with the strategic direction of the Directorate and for the Department. Provide technical input on environmental issues in the province (i.e. EIA decision, and making recommendations on policies, guidelines, GPEMF standard and legislative options) Sign off work (content and quality) as delegated by the Department. Hold regular team meetings and facilitate cooperation and coordination and ensure ongoing information sharing between Units or Regions. Coordinate and collaborate with other Units and with rest of departments on joint work. Assist staff to plan their work, provide support by giving advice and by taking on work when there are capacity constraints. Conduct all aspects of the PMDS. Fulfil financial reporting requirements as set out and ensure that the Unit can answer audit queries. Ensure that there is proper control and administration of procurement and purchasing when required.

ENQUIRIES : Ms. Iris Thanjekwayo at 072 788 2364– Recruitment

DEPARTMENT OF HEALTH

OTHER POSTS

POST 29/145 : **CLINICAL MANAGER REF NO: SDHS 2026/08/03 – 01 (X1 POST)**

SALARY : R1 479 723 per annum, (all-inclusive package)

CENTRE : Sedibeng District Health Services – Family Medicine

REQUIREMENTS : Grade 12/Senior Certificate. MBChB Degree that allows registration with HPCSA as a Medical Officer. Registration with HPCSA as a Medical Practitioner. A minimum of 4 years appropriate experience as Medical Officer after registration with the HPCSA as Medical Practitioner. A valid code 8/10 driver's license. Experience in PHC, with the ability to lead, manage as well as transfer skills is essential. Must be prepared to perform commuted overtime.

DUTIES : Management of district Family Medicine unit. Provide management and clinical support in the provision of normal and after-hours service coverage by medical officers and interns. Render clinical services to patients in the district Primary Health Care clinics and rotate through service points as directed by service needs. Support and co-ordinate with management and clinical teams at district health facilities for the provision of quality health services and management. Provide clinical expertise to the district PILIR, quality assurance and patient safety programs. Interpret, disseminate and implement Department policies related to core clinical standards and support the Family Medicine Unit in the development of clinical audits, protocols, guidelines and referral support. Liaise and co-ordinate with District Hospital, Regional Hospital and Emergency Medical Services to ensure appropriate inter-facility patient referrals and clinical care. Represent and support the Family Medicine Unit in various district clinical and management forums, PHC Reengineering and development of sub-districts.

ENQUIERIES	:	Dr. A. Kalain at 073 235 1762
APPLICATIONS	:	Should be submitted strictly online at the following E-Recruitment portal: http://jobs.gauteng.gov.za. No hand-delivered, faxed, or emailed applications will be accepted. For assistance with online applications please email your query to healthjobqueries@gauteng.gov.za
NOTE	:	Only online applications will be considered. Applicants must utilise the most recent Z83 application form for employment, issued by the Minister for the Public Service and Administration in line with Regulation 10 of the Public Service Regulations, 2016. All fields in the New Z83 form must be completed, initialled and signed. Furthermore, a comprehensive Curriculum Vitae (CV) 108 must also be attached. Failure to attach the completed Z83 and Comprehensive Curriculum Vitae (CV) will result in disqualification. The New Z83 form is obtainable from any Public Service Department or the DPSA website www.dpsa.gov.za/documents. Only shortlisted candidates who meet all the requirements of the post will be requested to submit certified copies of qualifications, identity document and valid driver's license (where driving/travelling is an inherent requirement of the job) not older than six (06) months. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. It is our intention to promote representation (race, gender and disability) in the Public Service through the filling of posts and candidates whose transfer/promotion/appointment will promote representation will receive preference. It is the Department's intention to promote equity through the filling of all numeric targets as contained in the Employment Equity Plan. To facilitate this process successfully, an indication of race, gender and disability status is required. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). The Department reserves the right not to appoint. If you do not receive any response from us within 3 months, please accept your application was unsuccessful.
CLOSING DATE	:	28 August 2026
POST 29/146	:	**MEDICAL SPECIALIST: PSYCHIATRY REF NO: SDHS 2026/08/03 – 03 (X1 POST)**
SALARY	:	Grade 1: R1 395 528 per annum, (all-inclusive package) Grade 2: R1 592 274 per annum, (all-inclusive package) Grade 3: R1 844 151 per annum, (all-inclusive package)
CENTRE	:	Sedibeng District Health Services – Mental Health
REQUIREMENTS	:	Grade 12/Matric Certificate. MBCHB. FC Psych / MMed (Psychiatry) or equivalent qualification that allows for registration with the Health Professions Council of South Africa (HPCSA) in Psychiatry. Current registration with HPCSA. **Grade 1:** no experience after registration with the HPCSA as Medical Specialist in a recognised Specialty, **Grade 2:** a minimum of 5 years appropriate experience as a Medical Specialist after registration with the HPCSA in Psychiatry and Grade 3 a minimum of 10 years appropriate experience as Medical Specialist after registration with the HPCSA as Medical Specialist in a Psychiatry. Sound knowledge and skills associated with the practice of Psychiatry. Ability to diagnose and manage common medical problems including emergencies. Good communication, leadership, interpersonal and decision-making qualities. Knowledge of current Health Legislation and policies as it relates to Public Institutions.
DUTIES	:	This is a position which is jointly appointed with the University of the Witwatersrand and therefore incorporates academic and research duties as well as service provision and administrative obligations. Support and implement community psychiatry and integrated primary mental health care in the Sedibeng Health District. Provide community-based specialist psychiatric care, treatment, and rehabilitation as part of the community psychiatry team. Provide academic teaching and supervision to the Psychiatric Registrars and Medical Officers in the district psychiatric clinics. Provide in-service training and clinical support to the district Family Physicians and primary health care practitioners towards the provision of integrated mental health care. Collaborate with non-health sectors within the district regarding the recognition and care of people with mental illness. Participate in community level mental health outreach education and awareness activities. Promote and conduct research in the fields of community psychiatry and integrated primary mental

health care. This includes supervision of Master's Research Reports by Psychiatric Registrars, participation in collaborative projects and own research studies. Work with the district mental health team with respect to administrative duties, clinical audits, and quality improvement of the Sedibeng mental health services.

ENQUIRIES : Dr. M. Thoka at 071 904 4124

APPLICATIONS : Should be submitted strictly online at the following E-Recruitment portal: http://jobs.gauteng.gov.za. No hand-delivered, faxed, or emailed applications will be accepted. For assistance with online applications, please email your query to healthjobqueries@gauteng.gov.za

NOTE : Only online applications will be considered. Applicants must utilise the most recent Z83 application form for employment, issued by the Minister for the Public Service and Administration in line with Regulation 10 of the Public Service Regulations, 2016. All fields in the New Z83 form must be completed, initialled and signed. Furthermore, a comprehensive Curriculum Vitae (CV) 108 must also be attached. Failure to attach the completed Z83 and Comprehensive Curriculum Vitae (CV) will result in disqualification. The New Z83 form is obtainable from any Public Service Department or the DPSA website www.dpsa.gov.za/documents. Only shortlisted candidates who meet all the requirements of the post will be requested to submit certified copies of qualifications, identity document and valid driver's license (where driving/travelling is an inherent requirement of the job) not older than six (06) months. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. It is our intention to promote representation (race, gender and disability) in the Public Service through the filling of posts and candidates whose transfer/promotion/appointment will promote representation will receive preference. It is the Department's intention to promote equity through the filling of all numeric targets as contained in the Employment Equity Plan. To facilitate this process successfully, an indication of race, gender and disability status is required. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). The Department reserves the right not to appoint. If you do not receive any response from us within 3 months, please accept your application was unsuccessful.

CLOSING DATE : 28 August 2026

POST 29/147 : **MEDICAL SPECIALIST GRADE 1-3 REF NO: REFS/056108**
Directorate: Clinical

SALARY : Grade 1: R1 395 528 – R1 459 275.per annum, (all-inclusive salary package)
Grade 2: R1 592 274 – R1 688 553.per annum, (all-inclusive salary package)
Grade 3: R1 844 151 – R2 301 186.per annum, (all-inclusive salary package)

CENTRE : Tara the H. Moross Centre, Sandton

REQUIREMENTS : A medical MBBCh or equivalent degree with an appropriate qualification in psychiatry (FC Psych (SA), MMed (Psych) or equivalent qualification recognised by the HPCSA), which allows registration as a specialist psychiatrist with the Health Professions Council of South Africa (HPCSA). Sound clinical knowledge and skills in psychiatry and child psychiatry. Ability to work in a multi-disciplinary team. Ability to fulfil the required teaching and training requirements. Knowledge of legislation, policies and procedures about mental health care users. Adequate interpersonal skills as well as professional and ethical conduct always. A valid driver's license.

DUTIES : Provide a direct clinical service and manage a psychiatric biological male inpatient unit. And a weekly outpatient clinic. The provision of care, treatment, and rehabilitation to mental health care users within the framework of the Mental Health Care Act (No 17 of 2002); involvement in other general psychiatry work as needed. Provide outreach services to District Health Services and District/ Regional hospitals. Teaching and training of medical students, medical officers and psychiatry registrars, as well as other personnel (e.g. nurses, etc.). To stimulate, assist with and conduct research relevant to the Gauteng Department of Health and Department of Psychiatry. To supervise and manage junior staff, which would include disciplinary responsibilities, when necessary. Administrative duties. Active participation in hospital management committees. To assist with the development of policies and protocols of the hospital. Active participation in quality improvement programs, including clinical

audits, morbidity and mortality meetings and continuous professional development activities. To liaise with external stakeholders when appropriate. To always maintain professional and ethical conduct. This post is a joint appointment with the Department of Psychiatry, University of the Witwatersrand. The incumbent will be expected to participate in the teaching program of the department and to provide training to a range of students and healthcare workers.

ENQUIRIES : Ms. M.A Ngobeni – Ngobeni.mixo@gauteng.gov.za
Ms S. Naidoo - Sheryl.naidoo@gauteng.gov.za

APPLICATIONS : should be submitted strictly online at the following E-Recruitment portal: http://jobs.gauteng.gov.za. No hand-delivered, faxed, or emailed applications will be accepted. For assistance with online applications, please email your query to healthjobqueries@gauteng.gov.za

NOTE : Kindly note that no payment of any kind is required when applying for posts advertised by the Gauteng Department of Health. The Department reserves the right not to fill any advertised posts. Applications should be accompanied by a fully completed and signed new Z83 form obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The new Z83 form must be fully completed and signed by the applicant. The following must be considered in relation to the completion of the Z83 by applicants: All the fields in Part A, Part C and Part D must be completed. Leave the following question blank if they do not have such: "If your profession or occupation requires official registration, provide date and particulars of registration. Applications without proof of a new Z83 application form and a detailed CV will be disqualified. Applicants must indicate the post reference number on their applications. Shortlisted candidates will receive communication from the HR unit to submit certified copies of educational qualifications and other relevant documents not older than 6 months on or before the day of the interview. Personnel Suitability Checks (criminal checks, citizenship checks, qualification verification, company directorship, social media, financial record checks, reference checks) must be conducted before appointment. The recommended candidate will be subjected to Medical Surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Applicants with foreign qualifications remain responsible for ensuring that their qualifications are evaluated by the South African Qualifications Authority (SAQA). Preference will be given to South African citizens. All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment.

CLOSING DATE : 28 August 2026

POST 29/148 : **PRINCIPAL PSYCHOLOGIST REF NO: REFS/056109**
Directorate: Clinical Support and Therapeutic services

SALARY : Grade 1: R1 295 388 - R1 436 913 per annum, (all-inclusive salary package)
Grade 2: R1 477 776 - R1 689 672 per annum, (all-inclusive salary package)

CENTRE : Tara the H. Moross Centre, Sandton

REQUIREMENTS : A Master's Degree in Clinical Psychology that allows registration with the Health Professional Council of South Africa (HPCSA) as a psychologist in a relevant registration category, i.e., Clinical. A minimum of 5 years' appropriate clinical experience as a Clinical Psychologist after community service and registration with the HPCSA as an independent clinical psychologist. The candidate must be able to provide and oversee the provision of psychological services and be adept at working with multi-disciplinary teams and using different therapeutic modalities. Must be experienced in the use and supervision of various psychometric assessments. Must be knowledgeable, skilled, and experienced in supervising intern psychologists, other psychologists, clinical and didactic teaching, the Mental Health Care Act, and other relevant laws and regulations. Must possess good communication skills and administration and leadership skills. Must be computer literate and in possession of a valid driver's license. Experience working in a Specialized Psychiatry Hospital or Specialized Psychiatry Unit will be an added advantage. Experience with any of the following will be an added advantage: Psychodynamic Therapy, Dialectical Behavioural Therapy, Cognitive Behavioural Therapy and Family Therapy.

DUTIES	:	The candidate will be responsible for planning, managing and overseeing psychological services in the institution. Provide clinical services within one of the hospital's treatment units. The candidate will be a joint appointee with WITS within the Division of Psychology, Department of Psychiatry, WITS. Coordinate and participate in the training and supervision of psychology interns, junior psychologists, psychiatric registrars, medical students, nurses and other clinical support and therapeutic service personnel, in addition to teaching undergraduate and postgraduate students at the University. Involved in promoting, conducting and supervising research projects. The candidate will serve on the Extended Management Team of the organisation and participate in some of the hospital's committees. Collaborate with various relevant external organisations and stakeholders.
ENQUIRIES	:	Ms. M.A Ngobeni – Ngobeni.mixo@gauteng.gov.za Ms. S. Naidoo - Sheryl.naidoo@gauteng.gov.za
APPLICATIONS	:	should be submitted strictly online at the following E-Recruitment portal: http://jobs.gauteng.gov.za. No hand-delivered, faxed, or emailed applications will be accepted. For assistance with online applications, please email your query to healthjobqueries@gauteng.gov.za
NOTE	:	Kindly note that no payment of any kind is required when applying for posts advertised by the Gauteng Department of Health. The Department reserves the right not to fill any advertised posts. Applications should be accompanied by a fully completed and signed new Z83 form obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The new Z83 form must be fully completed and signed by the applicant. The following must be considered in relation to the completion of the Z83 by applicants: All the fields in Part A, Part C and Part D must be completed. Leave the following question blank if they do not have such: "If your profession or occupation requires official registration, provide date and particulars of registration. Applications without proof of a new Z83 application form and a detailed CV will be disqualified. Applicants must indicate the post reference number on their applications. Shortlisted candidates will receive communication from the HR unit to submit certified copies of educational qualifications and other relevant documents not older than 6 months on or before the day of the interview. Personnel Suitability Checks (criminal checks, citizenship checks, qualification verification, company directorship, social media, financial record checks, reference checks) must be conducted before appointment. The recommended candidate will be subjected to Medical Surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Applicants with foreign qualifications remain responsible for ensuring that their qualifications are evaluated by the South African Qualifications Authority (SAQA). Preference will be given to South African citizens. All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment.
CLOSING DATE	:	28 August 2026
POST 29/149	:	**ASSISTANT MANAGER NURSING AREA (NIGHT DUTY) REF NO: REFS/TMH/2026/08/01 (X1 POST)** Directorate: Nursing Services
SALARY	:	R720 819 – R846 282 per annum, plus benefits
CENTRE	:	Tambo Memorial Hospital
REQUIREMENTS	:	Basic qualification accredited with the SANC in terms of Government Notice R425 (i.e. Diploma / Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. A minimum of eight (08) years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. A diploma / Degree in Nursing Administration or Health Service Management. At least three (3) years of the period referred to above must be appropriate/ recognizable experience at Management level. Strong leadership skills, good communication and writing skills. Problem solving, conflict resolution skills, able to work above under pressure. Sound interrelationship is necessary in understanding of National Core Standards and Ideal Hospital Framework, Nursing Strategy, PFMA, Labour relations and other related legislative framework. Basic computer skill or qualification.

DUTIES	:	Delegate, supervise and coordinate the provision of effective and efficient Patient care through adequate nursing care. Initiate and participate in health promotion to ensure consistence communication of relevant, accurate and comprehensive information on health care. Develop / establish and maintain constructive working relationship with nursing and other stakeholders (i.e. inter-sectoral and multidisciplinary teamwork). Participate in the analysis, formulation and implementation of nursing guidelines, practices, policies and standard operating procedures. Manage effective utilization and supervision of human, financial and material resources. Coordination of provision of effective training and research. Maintain professional growth / ethical standards and development of self and subordinates.
ENQUIRIES	:	Mrs. N.R Prince Tel No: (011) 898 8311
APPLICATIONS	:	Applications must be submitted on a (PDF Format only) to the following E-Recruitment Email: TMH.RecruitmentHR@gauteng.gov.za. Applications can be forwarded to the Human Resource Department, Tambo Memorial Hospital, Private Bag X2, Boksburg, 1459. Physical Address: Railway Street, Boksburg, 1459.
NOTE	:	Applications must include only completed and signed new Form Z83, obtainable from any Public Service Department or on (www.dpsa.gov.za/documents) accompanied by a comprehensive CV highlighting or stating the requirements mentioned above. Only the shortlisted candidates will be required to submit certified copies of Identity document, Senior Certificate and highest required qualification as well as a driver's licence where necessary on or before interviews. Applicants must indicate the post reference number on their applications. Qualifications of candidates recommended for appointment will be verified. Foreign qualifications will only be submitted by shortlisted candidates. Applications received after closing date and time will not be considered. Whites, coloured and people with disability are encouraged to apply. The candidates will be expected to be available for selection interviews on the date, time and place determined by the Department. NB: All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements other must be an integrity (ethical conduct) assessment.
CLOSING DATE	:	28 August 2026
POST 29/150	:	**CLINICAL NURSE PRACTITIONER (PNB1) FORENSIC NURSE REF NO: SDHS 2026/08/03 – 04 (X4 POSTS)**
SALARY	:	Grade 1: R495 423 per annum, (with benefits)
	:	Grade 2: R607 350 per annum, (with benefits)
CENTRE	:	Sedibeng District Health Services – Clinical Medical Forensic Services
REQUIREMENTS	:	A basic R425 qualification (i.e. Diploma / Degree in nursing or equivalent qualification that allows registration with SANC as professional nurse. Current registration with SANC. A post basic nursing qualification, with duration of at least one year in Forensic Nursing, specializing in the application of forensic science and Clinical Nursing Practice as accredited with SANC. **Grade 1:** A minimum of 4 years' appropriate /recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. **Grade 2:** A minimum of 14 years' appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in the specific speciality after obtaining the 1-year post-basic qualification in the relevant speciality.
DUTIES	:	Coordination of optimal, holistic specialised nursing care provided for survivors of gender-based violence within set standards and professional/legal framework. Manage effectively the utilisation and supervision of resources including human and financial resources. Promote stakeholders collaboration, Provision of administrative and educational services through completion of statistics, ensuring safe keeping of records, health promotion and awareness campaigns relating to gender-based violence. Maintain professional growth/ethical standards and self-development and development of staff members. Generate weekly and monthly reports.
ENQUIRIES	:	Mr. Matsunyane at 073 701 1845
APPLICATIONS	:	Should be submitted strictly online at the following E-Recruitment portal: http://jobs.gauteng.gov.za. No hand-delivered, faxed, or emailed applications

will be accepted. For assistance with online applications please email your query to healthjobqueries@gauteng.gov.za

NOTE : Only online applications will be considered. Applicants must utilise the most recent Z83 application form for employment, issued by the Minister for the Public Service and Administration in line with Regulation 10 of the Public Service Regulations, 2016. All fields in the New Z83 form must be completed, initialled and signed. Furthermore, a comprehensive Curriculum Vitae (CV) 108 must also be attached. Failure to attach the completed Z83 and Comprehensive Curriculum Vitae (CV) will result in disqualification. The New Z83 form is obtainable from any Public Service Department or the DPSA website www.dpsa.gov.za/documents. Only shortlisted candidates who meet all the requirements of the post will be requested to submit certified copies of qualifications, identity document and valid driver's license (where driving/travelling is an inherent requirement of the job) not older than six (06) months. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. It is our intention to promote representation (race, gender and disability) in the Public Service through the filling of posts and candidates whose transfer/promotion/appointment will promote representation will receive preference. It is the Department's intention to promote equity through the filling of all numeric targets as contained in the Employment Equity Plan. To facilitate this process successfully, an indication of race, gender and disability status is required. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). The Department reserves the right not to appoint. If you do not receive any response from us within 3 months, please accept your application was unsuccessful.

CLOSING DATE : 28 August 2026

DEPARTMENT OF INFRASTRUCTURE DEVELOPMENT

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

APPLICATIONS : To apply for the below position, please apply online at https://jobs.gauteng.gov.za

CLOSING DATE : 28 August 2026

NOTE : In line with the Department's Employment Equity Plan, People with Disabilities are encouraged to apply. Only online applications will be considered and for general enquiries please contact Human Resource on 076 521 4118. Applicants must complete the online Z83 and attach a comprehensive Curriculum Vitae (CV). All other documents are submitted by shortlisted candidates). All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. Only shortlisted candidates will be requested to submit certified copies of qualifications not older than six (06) months, identity document and valid driver's license (where driving/travelling is an inherent requirement of the job). It is our intention to promote representivity (race, gender and disability) in the Public Service through the filling of this post and candidates whose transfer/promotion/appointment will promote representivity will receive preference. It is the Department's intention to promote equity through the filling of all numeric targets as contained in the Employment Equity Plan. To facilitate this process successfully, an indication of race, gender and disability status is required. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). The Department reserves the right not to appoint. If you do not receive any response from us within 3 months, please accept your application was unsuccessful. All shortlisted candidates for SMS posts will be subjected to technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity.

MANAGEMENT ECHELON

POST 29/151 : **CHIEF DIRECTOR: INFRASTRUCTURE RESEARCH, PLANNING AND SYSTEMS REF NO: REFS/056040**
Chef Directorate: Infrastructure Research Planning and Systems

SALARY : R1 554 696 per annum, (all-inclusive package). The package includes a basic salary (70% of package), and a flexible portion of 30% that may be structured in terms of applicable rules. Which includes state's contribution to the Government Employees Pension Fund (13% of basic salary). The successful candidate will be required to enter into a performance agreement within three months after assumption of duty.

CENTRE : Head Office (Johannesburg)

REQUIREMENTS : An undergraduate qualification at NQF level 7 Economics/ Management Sciences (Informatics)/ Built Environment/ Industrial Engineering/ Quality/ Operations Management as recognized by SAQA. A minimum of 5 years' experience at senior managerial level in the research environment. A valid driver's license. A Pre-Entry SMS Certificate (Nyukela) submitted prior to appointment. Competencies: Knowledge of PFMA/DORA/Treasury Regulations. All different contract options for infrastructure projects. Provincial/Departmental Supply Chain Management Policies. Promotion of Access to Information Act of 2000. Promotion of Administrative Justice Act of 2000. Broad Based Black Empowerment Act of 2003. Infrastructure Delivery Management System (IDMS). Project Management. People Management. Financial Management. Conflict Management. Skills: Presentation. Communication. Computer literacy. Project management. Report writing. Analytical. Problem solving. Planning and organising. Leadership. Negotiation. Influencing. Attributes- Responsive. Credible. Quality-oriented Innovative. Strategic thinker. Decisive. Credible. Motivating.

DUTIES : Oversee the development, coordination, facilitation, and execution of infrastructure-related research across a range of disciplines, including construction and infrastructure, environmental management, energy, sustainability, water, property management, business process management, project management, and continuous improvement. Oversee the development of the research agenda for the Department. Oversee the incorporation of the research agenda into the infrastructure planning of the Department. Oversee the incorporation and implementation of research findings into the Departmental delivery processes. Oversee and direct the establishment, roll-out, and continuous improvement of project and programme management systems in infrastructure delivery. Oversee and direct relevant research pertaining to various areas of speciality and perspectives relating to infrastructure delivery. Oversee and direct research into appropriate best-practice property management, facilities management, and portfolio management systems and processes. Oversee and direct the setting of standards in line with legislative requirements and international standards. Oversee and analyse property management rates, market-related rates, and trends. Oversee, review, and sign off on research. Oversee and analyse industry trends for infrastructure delivery. Oversee and direct research into appropriate best practice for construction methodologies, alternative built solutions, and site management. Oversee and direct relevant aspects related to the use of Professional Service Providers, including appropriate fee structures. Oversee and direct research on market-related trends regarding construction and Professional Service Providers' fee rates. Oversee and direct the sharing of knowledge regarding changes made to construction procurement contracts. Oversee and direct the establishment, updating, and continuous improvement of the built environment-specific documentation system. Oversee interaction at different intergovernmental and intragovernmental forums. Oversee the development of inputs for long-term infrastructure and property planning from the perspective of the Department of Infrastructure Development (DID). Oversee best-practice tools, norms, instruments, guidelines, prototypes, policies, and technologies to improve the implementation of infrastructure delivery. Oversee the facilitation of internal departmental capacity to ensure the effective utilisation of developed best-practice tools, norms, instruments, guidelines, prototypes, policies, and technologies. Oversee the development of core and support reporting tools. Oversee the incorporation of best-practice tools, norms, instruments, guidelines, prototypes, policies, and technologies into departmental

operations. Oversee and direct the utilisation of infrastructure-related technology. Oversee the development and modelling of infrastructure delivery and property management processes, standard operating procedures, and related service catalogues. Oversee and direct the gathering, analysis, and documentation of business requirements using appropriate methodologies and tools for effective system implementation. Oversee the translation of business requirements into functional and non-functional specifications. Oversee verification that requirements are traceable, validated, prioritised, and aligned with strategic objectives. Oversee the provision of strategic advice at national and provincial levels. Oversee the implementation and support of systems and programmes relevant to project management. Oversee and direct the analysis of protocols and policies to determine specific green technology projects and programmes. Oversee research into worldwide developments in green technology. Oversee and direct the planning and design of green technology projects. Oversee and direct the implementation of green technology projects. Oversee and direct the reporting on and monitoring of green technology projects. Oversee and direct the implementation of post-project evaluations to inform the future design of green technology projects. Oversee and direct the cost-effectiveness of proposed green technology projects and programmes. Oversee project and programme implementation of client departments' green technology objectives. Oversee the development of infrastructure research, programme, and project systems policies, strategies, and plans for the unit. Oversee the alignment of the unit's strategic priorities and work plans with those of DID. Oversee the preparation of the annual operational plan. Oversee the implementation of risk and mitigation plans. Oversee the preparation and presentation of management reports for the unit. Oversee written contributions to departmental quarterly progress reports, the Annual Report, SCOPA, Budget Speeches, the Annual Performance Plan, and related reports. Sign performance agreements for subordinates based on approved job descriptions and the Department's Strategic and Annual Performance Plans. Manage subordinates and maintain discipline. Manage the training and development of subordinates in accordance with agreed training interventions. Develop and update service delivery and work plans for subordinates. Manage funds within the unit in compliance with the Public Finance Management Act and Treasury Regulations. Ensure the unit operates within departmental budget allocations by preventing underspending and overspending.

ENQUIRIES : Ms. Sikelelwa Mboto at 076 942 4090

OTHER POST

POST 29/152 : **ENGINEER PRODUCTION: ELECTRICAL GRADE A-C REF NO: REFS/056042**
Chief Directorate: Infrastructure Research, planning and Systems

SALARY : R914 517 – R1 376 199 per annum, (all-inclusive package). The package includes a basic salary (70% of package), and a flexible portion of 30% that may be structured in terms of applicable rules. Which includes state's contribution to the Government Employees Pension Fund (13% of basic salary). The offer is based on recognition of experience after obtaining registration. (Proof of recognized experience will be requested from the shortlisted candidates).

CENTRE : Head Office (Johannesburg)

REQUIREMENTS : An Engineering Degree in Electrical (B Eng / BSC (Eng) or equivalent qualification. A minimum of 3 years' post qualification experience in Engineering is required. Must be a registered as a Professional Engineer with ECSA. Must have a valid driver's license. Competencies: Public Service Act of 1994. Public Service Regulations, 2016. PFMA and Treasury Regulations. Provincial/Departmental SCM policies. Government Immovable Asset Management Act of 2007. National Building Standards Act of 1977 and Regulations. Occupational Health and Safety Act of 1993 and Regulations. Health Act, Regulations and Guidelines. National Environmental Management Act of 1998. Engineering Profession Act of 2000. Engineering design and analysis Programme and project management. Computer-aided engineering applications. Knowledge of legal compliance. Skills- Decision making, Team leadership, Analytical, Creativity, Self-management, Financial management, Customer focus and responsiveness, Communication, Computer literacy

Conflict management, Problem solving, Research, Technical report writing and Networking.

DUTIES : Plan, design, operate and maintain engineering projects. Develop cost effective solutions according to standards. Evaluate existing technical manuals, standard drawings and procedures to corporate new technology. Develop tender specifications. Ensure through evaluation that planning and design by others is done according to sound engineering works according to norms and standards and code of practice and approve engineering works according to prescribed norms and standards. Ensure training and development of technicians, technologists and candidate engineers to promote skills/knowledge transfer and adherence to sound engineering principles and code of practice. Supervise the engineering work and process and administer performance management and development. Manage resources and prepare and consolidate inputs for the facilitation of resource utilization. Ensure adherence to regulations and procedures for procurement and personnel administration. Monitor, control expenditure and service report on expenditure and service delivery.

ENQUIRIES : Ms. Sikelelwa Mboto at 076 521 4118

ANNEXURE R

PROVINCIAL ADMINISTRATION: KWAZULU-NATAL
DEPARTMENT OF HEALTH
(We strive to create an environment that brings the power of diversity to life and as such, this Department is an equal opportunity, affirmative action employer, whose aim is to promote inclusiveness in all occupational levels in the Department.)

MANAGEMENT ECHELON

POST 29/153	:	**CHIEF DIRECTOR REF NO: G41/2026** Cluster: Human Resources Management Services Components: Human Resource Practices, Labour Relations And Employee Health and Wellness
SALARY	:	R1 554 696 per annum (Level 14), (an all-inclusive SMS salary package)
CENTRE	:	Head Office: Pietermaritzburg
REQUIREMENTS	:	An appropriate Bachelor's Degree in Human Resources Management / Public Management (NQF Level 7). A minimum of Five (5) years' Senior Management experience in Human Resource environment. Unendorsed valid Code B driver's license (Code 08) NB: For the Pre-Entry Certificate for SMS, any individual may register for the course and complete such in anticipation of wishing to apply for an SMS post in future. The course is available at the NSG under the name Certificate for entry into the SMS and the full details can be sourced by following the link: https://www.thensg.gov.za/training-courses/sms-pre-entry-programme/.Individuals who have completed the course already, and who are therefore in possession of a certificate are welcome to submit such, however it is not required that an applicant submit such when applying for the post prior to the closing date. However, prior to an appointment being made to any SMS post, the appointee to such a post must have completed the pre-entry certificate and must be in possession of such prior to taking up the post. NB: All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s prior to the date of the interview. All shortlisted candidates for SMS posts will be subjected to a technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity. Additional Requirements: Postgraduate qualification in Management will serve as recommendation for this post. Competencies: Knowledge, Skills, Training and Competencies Required: Competencies: Knowledge: The incumbent of this post will report to the Deputy Director General: Corporate Services and will be responsible for providing overall direction and management of the entire chief directorate to ensure that strategic goals are met. The ideal candidate must: Have through knowledge of the legislative framework regulating the Public Service, HRM Practices inclusive of Recruitment, Selection, Retention and Career Management Strategies within the sector. Possess knowledge of National Strategy on Integrated Employee Health and Wellness Framework and Employee Health and Wellness policies. Have the ability to work independently and under pressure. Have the ability to develop policies and understanding of HR Practices and Staff Relations. Have the ability to inspire actions in order to translate strategy into desired outcomes and outputs. Have the ability to develop a vision and inspire staff to achieve this. Have the ability to liaise at a senior level with a view to provide decision makers with clearly defined options. Have the ability to timeously identify transversal problem areas o the HR terrain and to develop innovative HRM strategies, action plans and policies. Have the ability to capitalise on human potential and to build a strong HR Team at Head Office, Regional, District and institutional levels. Have the ability to maintain levels of discretion. Have the ability to identify "best practices" and to facilitate through learning arrangements the mainstreaming thereof. Be able to lead and motivate staff. The candidate must have the following skills: Leadership and Decision Making, Problem Solving, Financial Management, Project Management, Planning and Organizing, Excellent Negotiation, High level of communication (both written and verbal) and People Management Skills. Be proficient in the application of computer software packages (MS Word, Excel and PowerPoint, amongst others.

DUTIES	:	Job Purpose The successful candidate will be responsible for, amongst others Provide strategic leadership of the following directorates i.e. Human Resource Practices, Service Conditions, Labour Relations, Employee Health and Wellness, Human Resource Development, HR Planning, KZN College of Nursing and the College of Emergency Care (COEC), Organisational Efficiency Services and PERSAL and HRMIS. Oversee Human Resource Management, Development, Policy Development, HR System and Policy Monitoring and Evaluation Unit and System Maintenance Unit of the Department to ensure that it provides high quality and accessible services. Provide strategic HR leadership as part of a strategic planning process. Provide high level technical advice to the MEC, HOD and Senior Management regarding policy and strategic inputs for consideration at national level. Monitor and evaluate the implementation of the Department HR Policy Framework by Institutions with a view to identify implementation barriers and provide early warning and timeous technical assistance to Institutions to minimise the impact of such barriers. Manage special projects associated with HR as directed by the MEC and HOD. Provision of a supportive and enabling work environment for creating human competence through human resource development initiatives. Ensure existence and management of sound labour relations in the Department. Ensure effective and efficient human resource administration processes. Coordinate the implementation of the Performance Management and Development System in the Department. Provide strategic leadership and guidance on matters relating to Human Resources and translate strategic decisions taken by Top Management into actionable Human Resource projects and activities. Manage change management strategies to deal with Public Service Transformation and Restructuring processes; Ensure Departmental compliance with Government legislation. Give strategic direction in the development and implementation of policies regarding personnel administration. Adopt a strategic approach towards the development and training of Human Resources. Consult on Human Resource matters with the relevant line functionaries and stakeholders. Manage resources of the Chief Directorate inclusive of the development of staff.
ENQUIRIES	:	Mrs T.P Msimango Tel No: (033) 395 2589
APPLICATIONS	:	All applications should be forwarded to: The District Manager: Harry Gwala District Office: KZN Department of Health, Private Bag X502, Ixopo, 3969 OR Hand delivered to: 111 Margaret Street, Ixopo 3279 Interested applicants can visit the following website at www.kznonline.gov.za/kznjobs for full posts details. “Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs or submit their Z83 and CV directly to the following email address Headoffice.Jobapplication@kznhealth.gov.za. Applicants may also visit any one of our Designated Online Application Centre’s (DOACS) where our friendly staff will assist you with applying online or receiving your hardcopy application. You can find the list of Designated Online Application Centre’s (DOACS) at www.kznonline.gov.za/kznjobs
FOR ATTENTION	:	Miss N.S Buthelezi Tel No: (033) 395 2896
NOTE	:	Applications must be submitted on the new prescribed Application for Employment form (Z83) which must be originally signed, initialed and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV (with detailed experience). Persons with disabilities are encouraged to apply for the post. Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate’s suitability based on the post’s technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants with foreign qualifications are requested to have their qualifications evaluated by SAQA and to provide proof of such evaluation (only when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late

applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for quoting the relevant reference number. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful.

CLOSING DATE : 28 August 2026

OTHER POSTS

POST 29/154 : **HEAD CLINICAL UNIT (ORTHOPEADICS) REF NO: MAD 01/2026 (X1 POST)**

SALARY : Grade 1: R2 168 145 – R2 301 186 per annum
Grade 2: R2 370 741 – R2 592 273 per annum
The all-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules, 18% inhospitable of basic salary plus fixed commuted overtime.

CENTRE : Madadeni Provincial Hospital

REQUIREMENTS : An appropriate qualification in the appropriate Health Science (MBCHB); Plus, Current registration with the Health Professionals Council of South Africa as a Specialist in the category of Orthopaedics. Plus At least Five (5) years appropriate experience as a Medical Specialist after registration with HPCSA as a medical specialist in the category of Orthopaedics. Knowledge, Skills and Competencies required: Sound Clinical knowledge and expertise in the relevant discipline. Knowledge of current health and Public Service Legislation, regulations and policy including medical ethics, epidemiology and statistics. Good communication, leadership, decision-making and clinical skills. Ability to teach junior doctors and participate in continuing professional development.

DUTIES : Planning and implementation of Specialist Orthopaedic services (Outpatient, Inpatient and Operating Theatre lists). Participate/provision if after-hour service. Co-ordination and equitable rationalization of Specialist Orthopaedic service Amajuba District and outlying drainage areas. Liaison with institutional management of hospitals in the district and drainage areas to improve quality of care. Facilitation of staff training and development. Participate /support the outreach programme to the referring Hospitals and Clinics. Liaison with the relevant Chief Specialist regarding service development. Develop a training program for medical, nursing and allied services. Develop policies and guidelines facilitating service delivery. Participate in quality improvement projects and clinical auditing. Participate and facilitate clinical research. Cost effective utilization of scarce resources. Participate in Senior Management and strategic activities. Perform commuted overtime in line with hospital needs. Manage EPMDS of the General Surgery department.

ENQURIES : Dr. X.F Nene Tel No: (034) 328 8007

APPLICATIONS : All applications can be submitted through hand delivery /courier to: The HR Recruitment Office no:3, Madadeni Hospital, f0001, section 6, Madadeni, 2951. Applications can also be emailed to: sibongiseni.kheswa@kznhealth.gov.za

FOR ATTENTION : The Recruitment Officer

NOTE : This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Note: The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, Certified copies of ID, Highest educational qualification and other relevant documents will be requested for submission only from shortlisted candidates. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2016. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification,

citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview.

CLOSING DATE : 28 August 2026

POST 29/155 : **MEDICAL SPECIALIST (SURGERY) (GRADE 1-3) REF NO: MAD 02/2026 (X2 POSTS)**

SALARY : Grade 1: R1 395 528 – R1 479 723 per annum
Grade 2: R1 592 274 – R1 688 553 per annum
Grade 3: R1 844 151 – R2 301 186 per annum
The all-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules, 18% inhospitable of basic salary plus fixed commuted overtime.

CENTRE : Madadeni Provincial Hospital

REQUIREMENTS : MBChB degree or equivalent qualification Plus. Certificate of current registration with the HPCSA as a Medical specialist in Surgery. Knowledge, Skills and Competencies required: Knowledge and skills in adult and Paediatric Emergency Resuscitative intervention. Clinical Knowledge in Acute and Chronic Surgical Management of patients. Good interpersonal and supervisory skills. Supervision of students, interns, doctors, auxiliary staff and registrars. Accomplished in management of surgical trauma. Knowledge and capability of performing and teaching laparoscopic surgery.

DUTIES : Provision of quality centered medical care to all patients in the Surgical Unit. Maintain accurate medical record in accordance with legal and ethical guideline. Supervision of interns, doctors, auxiliary staff. Participation after-hours duties are compulsory. Provision to assist in the outreach programs.

ENQURIES : Dr. X.F Nene Tel No: (034) 328 8007

APPLICATIONS : All applications can be submitted through hand delivery /courier to: The HR Recruitment Office no:3, Madadeni Hospital, f0001, section 6, Madadeni, 2951. Applications can also be emailed to: sibongiseni.kheswa@kznhealth.gov.za

FOR ATTENTION : The Recruitment Officer

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CLOSING DATE : 28 August 2026

POST 29/156 : **DEPUTY DIRECTOR: FACILITIES MANAGEMENT REF NO: MAD 8/2026**

SALARY : R932 292 – R1 098 195 per annum. 13th cheque, Plus Medical Aid (Optional), Plus Housing Allowance (Employee must meet prescribed condition)

CENTRE : Madadeni Provincial Hospital

REQUIREMENTS	:	Degree / National Diploma in Public Management/Public Administration/ Health service Management. 3 years Managerial experience at Assistant Director Level in Facilities Management. A Valid Driver's license. Knowledge, Skills and Competencies required: Knowledge of Public Service Act, Labour Relations Act, Public Service Regulations, National Health Act, Skills Development Act, Employment Equity Act. People management, financial management, Planning and organising. Time management. Leadership, Organizational, decision making and problem-solving abilities. Financial and budgetary knowledge. Human Resource Management and Communication skills. Self-discipline and ability to work under pressure with minimum supervision. Independent, Patience, Commitment, Trustworthiness, Honesty, Accountability, Commitment to excellence, Continuous learning, Amenable to change, Cultural awareness and Project Management.
DUTIES	:	Ensure effective co-ordination, management and quality of work all the functional components of the systems department within the Hospital i.e. Cleaning, Portering, Linen management, Mortuary, Transport, Messengers, Registry, Food Service, accommodation, Safety & Security, IT and Patient Administration. Ensure the effective, efficient and economical utilisation of resources allocated to the institution including the development of staff. Manage Contracts of all out-sourced services provided by private companies to ensure compliance with service level agreement. Ensure that risk management, safety programs and Ideal Hospital Norms and Standards requirements are adhered to by all staff. Ensure the effective, efficient and economical management of allocated resources of the Division. Ensure that staff wear proper PPE and Uniform in line with KZN Health Uniform code. Develop policies and strategies aimed at improving service delivery. Perform regular walk abouts in the institution. Present reports at management meetings about the state of the institution. Ensure the effective, efficient and economical management of allocated resources of the Division. Ensure utilities and critical systems reliability with zero downtime for life support systems e.g. generators, medical, gases, HVAC, water and sewer boilers. Ensure delivery of services within budget, PFMA, Treasury Regulations and improve efficiency. Compile leave plan and update leave registers. Implement performance management and development system for staff support clinical services to deliver patient care. Ensure adherence to health, safety standards and safe environment for patients, staff and visitors. Actively support the implementation of revenue enhancement strategy. Provide facilities leadership to support planning, implementation and maintenance of infrastructure in line with operational requirements. Liaise with internal and external stakeholders. Enforce disciplinary code and procedure. Ensure compliance to quality standards.
ENQURIES	:	Mr. T.D Ndaba Tel No: (034) 328 8014
APPLICATIONS		All applications can be submitted through hand delivery /courier to: The HR Recruitment Office no:3, Madadeni Hospital, f0001. Section 6, Madadeni, 2951. Applications can also be emailed to: sibongiseni.kheswa@kznhealth.gov.za
FOR ATTENTION	:	The Recruitment Officer
NOTE	:	This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Note: The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, Certified copies of ID, Highest educational qualification and other relevant documents will be requested for submission only from shortlisted candidates. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2016. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification,

citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. EE Targets: African Male.

CLOSING DATE : 28 August 2026

POST 29/157 : **HEAD OF DEPARTMENT REF NO: GS 2/26 (X1 POST)**
Component: KwaZulu Natal College of Nursing - Grey's Campus

SALARY : Grade 1: R741 783 per annum. Plus 13th cheque, medical-aid (optional) homeowners allowance (employee must meet the prescribed requirements)

CENTRE : Grey's Hospital- Pietermaritzburg

REQUIREMENTS : Senior Certificate / Grade 12 Plus A Diploma /Degree in Nursing, and Midwifery that allows registration with the South African Nursing Council (SANC) as a Professional Nurse Plus A Post Basic Qualification in Nursing Education registered with SANC Plus Current Registration with the South African Nursing Council (SANC) 2026 Plus A minimum of 9 (nine) years appropriate / recognizable nursing experience after registration as a Professional nurse with SANC in General Nursing At least 5 (five) years of the period referred to above must be appropriate/recognisable experience in Nursing Education after obtaining 1year post-basic qualification in Nursing Education. Only shortlisted candidates will be required to submit proof of work experience/certificate of service endorsed and stamped by HR Department Additional Qualifications: A post registration qualification in Nursing Management / Nursing Administration / Health Services Management Masters Degree in Nursing. Knowledge, Skills and Experience: The incumbent of this post will report to the Principal of Grey's Campus and will be responsible to coordinate, implement and monitor an effective and efficient clinical training system. The ideal candidate must: Possess knowledge of Public Service Administration Acts and Legislation such as Health Act, Higher Education Act, SAQA Act, NQF, Nursing Act, Rules and Regulations, Council on Higher Education Policies, College Policies, PSR, Disciplinary Code and Procedure, Labour Relations Act, etc. Have in-depth knowledge of procedures and processes related to nursing and nursing education and training. Possess sound knowledge and understanding of nursing code of ethics and professional practice of the South African Nursing Council. Thorough knowledge and understanding of Nursing Standard of Practice and Scope of Practice. Possess knowledge of curriculum development and review. Knowledge of procedures and processes related to coordination of undergraduate and postgraduate Nursing Possess proficiency in teaching and assessment in Nursing Education. Possess sound knowledge of planning, scheduling, implementation of Nurse training programmes. Possess sound conflict and decision-making/problem solving skills. Have good research and analytical skills. Have excellent communication and presentation skills (both verbal and written). Computer literacy with proficiency in MS Office package, Excel, Power Point and Outlook. Good interpersonal relations. Ability to work within set deadlines.

DUTIES : Coordinates the provision of education and training of Student Nurses. Manages clinical learning exposure of students between college and clinical areas. Coordinates and ensure clinical accompaniment of students. Coordinates the implementation of Diploma in Nursing Develop and ensure implementation of quality assurance programmes. Collaborates with other internal and external stakeholders to build a sound relationship within the Department. Supervision and management of performance and development of staff under your discipline in accordance with EPMDS policy. Oversees the supervision of students. Policy analysis and development. Development and review of nursing curricula for all categories of training. Implements the new nursing programmes in line with SANC and CHE regulations. Participates in the provisioning of Continuous Professional Development (CPD) activities at the Campus. Participates in all governance structures of the College.

ENQUIRIES : Mrs. B.E Shezi- Grey's Campus Principal Tel No: (033) 8973508

APPLICATIONS : Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag X9001, Pietermaritzburg, 3200 or Email Applications to khazimula.goba@kznhealth.gov.za or malinee.chandul@kznhealth.gov.za

FOR ATTENTION : Mrs M. Chandulal

NOTE : This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the department. Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the new Z83 form and a detailed curriculum vitae only. Additionally: The new Application for Employment Form (Z83) is obtainable from any Government Department OR from the website – www.kznhealth.gov.za. Applicants must utilize the most recent Application for Employment Form (Form Z83) as issued by the Minister for DPSA (gazetted on 06 November 2020) in line with regulation of 10 of the Public Service Regulations, 2016 and failure to do so will result in disqualification. Applicants are required to complete and sign Z83 and also submit a detailed curriculum vitae (CV). All sections of the new Application for Employment Form (Z83) (except those sections that are not relevant to the applicant) must be completely, accurately and legibly filled in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form. Applicants are required to reflect information even if the same information is provided on the detailed CV. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. NB: The Employment Equity Target for this post is: African Male and African Female

CLOSING DATE : 28 August 2026

POST 29/158 : **HEAD OF DEPARTMENT: CLINICAL COORDINATOR REF NO: ADD CAM 01/2026 (X1 POST)**

SALARY : Grade 1: R741 783 per annum
CENTRE : Addington Campus: KwaZulu Natal
REQUIREMENTS : Grade 12 (Senior Certificate) PLUS. Degree/ diploma in General Nursing, Midwifery, Psychiatric and Community Nursing Science that allows registration with the South African Nursing Council (SANC). A Degree/Diploma in Nursing Education registered with the SANC. A Degree/Diploma Health Service Management/Nursing Administration registered with the SANC. A minimum of nine (9) years appropriate/recognizable experience after registration as a Professional Nurse with the South African Nursing Council. A minimum of five (5) years of the above period must be appropriate/recognizable experience in the Nursing Education as a Lecturer in a recognizable Nursing Education Institution. Applicants must submit a fully completed Z83 form and a detailed CV only, all other documents including any proof is submitted by shortlisted candidates. Certificate of service endorsed by Human Resource Department. In possession of an unendorsed valid RSA Drivers Licence (Code EB). Knowledge, Skills, Training and Competence Required: In depth knowledge of Nursing Education programmes within the College. Possess knowledge of the relevant legislation Acts, Prescripts and Policy framework within the area of operation. Have excellent communication skills (written & verbal) and presentation skills. In depth knowledge of nursing education programmers and curriculum. Proficiency in teaching and assessment in nursing education including evaluation approaches. Knowledge of policy development, interpretation, implementation, monitoring and evaluation. Sound conflict and decision making/problem solving skills. Willingness to travel. Good research and analytical skills. Good managerial and interpersonal skills.

DUTIES : Co-ordinate provision of education and training of student nurses. Manage clinical learning exposure of students between college and clinical area. Oversee supervision of students. Collaboration with other stake holders and build a sound relationship within the department. Supervise and Coordinate the clinical supervision of student including teaching, learning and assessment Nursing Education programmes in the Campus. Develop and ensure implementation of quality assurance programmes. Collaborate with other internal and external stakeholders and build a sound relationship within the Department. Participate in policy development and analysis. Development and review of nursing curricula for all categories of training. Implements the new nursing programs in line with SANC and CHE regulations. Participate in the provisioning of Continuous Professional Development (CPD) activities at the Campus. Participate in all governance structures of the College. Support the mission and promote the image of the College. Exercise control over students.

		Implement employee management and development systems. Maintain all clinical records and reports for students and staff.
ENQUIRIES	:	Principal M.T. Chiliza Tel No: (031) 327 2103
APPLICATIONS	:	All applications to be handed delivered or email to Mthobeni.Ndlovu@kznhealth.gov.za Addington Campus, 16 Erskine Terrace, South Beach, Durban, 4001.
FOR ATTENTION	:	Mr. M Ndlovu (Academic Registrar)
NOTE	:	Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Applications are not required to submit copies of qualifications and other relevant documents on application. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed applications will not be accepted. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note that due to the large financial constraints no S &T and settlement claims will be considered for payment to candidates that are invited for the interview. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment.
CLOSING DATE	:	31 August 2026
POST 29/159	:	**OPERATIONAL MANAGER NURSING SPECIALTY (HAST) REF NO: MAD 10/ 2026**
SALARY	:	Grade 1: R720 819 - R821 454 per annum, plus 8% Inhospitable Allowance, 13th cheque, medical Aid (Optional) and housing allowance (employee must meet prescribed requirements)
CENTRE	:	Madadeni Provincial Hospital
REQUIREMENTS	:	Basic R425 qualification (i.e., Degree/Diploma) in general nursing, 1 year Post basic diploma in Clinical assessment, treatment and care. Minimum of 9 years appropriate recognizable nursing experience after registration as a professional nurse with SANC in General Nursing. At least five (5) years of the period referred to above must be appropriate/ recognizable experience in PHC after obtaining one (1) year post basic qualification in PHC. Knowledge, Skills, Training and Competencies Required: strong interpersonal, communication and presentation skills. Ability to make independent decisions, problem solving and conflict resolution. Understanding of the challenges facing the public health sector. Ability to prioritise issues and other work-related matters and to comply with time frames. Knowledge on nursing care processes and procedures, nursing statuses and other relevant legal framework.
DUTIES	:	Oversee HIV management, ARV roll out, TB management STI services. Develop and implement quality assurance programmes, policies and operational plan for HAST unit to ensure compliance with National Core Standards. Promote quality of nursing care as directed by the professional scope of practise and standards as determined by the institution, District office and provincial office. Ensure provision of a safe therapeutic environment that allows for the practice of safe nursing care as laid by the nursing Act, Occupational Health and Safety Act and all other applicable prescripts. Exercise control over discipline, grievances and all labour relations issues. Develop/ establish and maintain constructive working relationship with staff and other stakeholders. Effective utilisation of all resources e.g human, financial, equipment and supplies. Monitor the management/ prevention and control infection within HAST unit. Develop, monitor and evaluate staff performance in terms of EPMDS policy. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring

that the unit adhere to the principles of Batho Pele. Perform other functions assigned by the supervisor.

ENQURIES : Mr. R.M Sithole Tel No: (034) 328 8137

APPLICATIONS : All applications can be submitted through hand delivery /courier to: The HR Recruitment Office no:3, Madadeni Hospital, f0001. Section 6, Madadeni 2951. Applications can also be emailed to: sibongiseni.kheswa@kznhealth.gov.za

FOR ATTENTION : The Recruitment Officer

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CLOSING DATE : 28 August 2026

POST 29/160 : **OPERATIONAL MANAGER NURSING (PHC) REF NO: VRH 03/2026 (X1 POST)**
Component: Khambi Clinic

SALARY : R720 819 - R809 313 per annum. Other Benefits: Medical Aid – Optional, Housing Allowance - Employee must meet prescribed requirements, 13th Cheque and 12% rural allowance.

CENTRE : Vryheid District Hospital

REQUIREMENTS : Degree / Diploma in General Nursing and Midwifery. One year post basic qualification in Primary Health Care. Registration with SANC as Professional Nurse and Midwifery. A minimum of (9) nine years recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing and Midwifery, of which five (5) years must be recognizable experience after obtaining one (1) year post basic qualification in Primary Health Care Current SANC receipt. A valid driver's license. Recommendations: HIV and AIDS Training. Community Health Nursing. Knowledge, Skills, Training & Competencies Required: Knowledge and insight into nursing process and procedures. Knowledge of nursing statutes and other relevant Public Services Act/ legislations. Decision making and problem-solving skills. Interpersonal skills in dealing with conflict management. Knowledge and implement Batho Pele principles. Supervisory and analytical thinking skills. Stress tolerance, flexibility, empathy and ability to communicate constructively. Disaster management skills. Team building and supervisory skills.

DUTIES : Provide effective management and professional leadership ensuring that facility is organized and covered with professional staff. Co-ordinate provision of quality patient care. Provide effective supervision of staff in the facility. Ensuring implementation of nursing standard, policies and procedures. Manage and direct efficient utilization of resources to enhance service delivery. Exercise control of discipline, grievance and any other Labour related issues in terms of laid down procedures. Maintain client satisfaction through monitoring and setting of service standards. Implement and monitor Norms and

Standards, Ideal clinic priorities and procurement processes. Monitoring and Implementation of EPMDS. Advocate for patients in facilitating proper treatment care, and adherence to Patient Rights Charter and Batho Pele Principles. Ensure to keep accurate records. Compile unit statistics monthly.

ENQUIRIES : Ms. ATS Sibiya Tel No: (034) 9822111, Ext. 4692

APPLICATIONS : All applications should be forwarded to: Assistant Director: HRM, Private Bag X9371, Vryheid, 3100 or be hand delivered at Coswald Brown Street, Vryheid, 3100, HR office No: 09 or email to VryheidHospital.HRJobApplication@kznhealth.gov.za

NOTE : This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. The contents of this circular minute must be brought to the notice of all eligible employees on the establishment of all institutions without delay. It must be ensured that all employees who meet the requirements of the post are made aware on this circular minute even if they are absent from their normal places of work. Directions To Candidates: The following documents must be submitted: Application for employment form (Form Z83), which is obtainable at any Government Department OR from the website (www.kznhealth.gov.za) issued by Minister of DPSA in line with regulation 10 of the Public Service Regulations 2016. Applicant must utilize the most recent Z83 form. The Z83 must be fully completed: Failure to do so will result in disqualification. A detailed Curriculum Vitae (CV) and please note that it is no longer a requirement to submit any qualification or supporting documents, only shortlisted candidate will be required to produce certified copies of documents on or before the day of the interview. The Reference Number and the position for which you are applying (as stated in the advert) must be clearly indicated in the columns provided on the Z83 form. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The appointments are subject to positive outcome obtained from the NIA to the following checks (Security clearance, credit records, qualifications, citizenship and previous experience verifications) It is the applicant's responsibility to have a foreign qualification which is the inherent requirement of the job evaluated by the South African Qualifications Authority (SAQA) and to provide proof when shortlisted. Failure to comply will result in the application not being considered. Applicants are respectfully informed that if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. People living with disabilities are encouraged to apply for the post. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. The department reserves the right not to fill the post. Failure to comply with the above instructions will disqualify your application. The post will be filled in terms of the Employment Equity Target. NB: Sending applications using courier service/email is encouraged as we have challenges with the post office.

CLOSING DATE : 28 August 2026

POST 29/161 : **CLINICAL LECTERER REF NO: ADD CAMP 02/2026 (X1 POST)**

SALARY : Grade 1: R495 423 per annum

CENTRE : Addington Campus: KwaZulu Natal

REQUIREMENTS : Senior Certificate/Grade 12. A Diploma / Degree in Nursing: General, Midwifery / Psychiatric and Community Health and Nursing Education. Post Basic qualification in Nursing Education registered with SANC. **Grade 1:** A minimum of four (4) years appropriate / recognizable experience after registration as a Professional Nurse with the South African Nursing Council. **Grade 2:** A minimum of fourteen (14) years appropriate/ recognizable experience after registration as a Professional Nurse with the South African Nursing Council of which 10 years of the period must be in Clinical Nursing and/ or Nursing Education after obtaining the 1 year post qualification. Applicants must submit a fully completed Z83 form and a detailed CV only, all other documents including any proof is submitted by shortlisted candidates. In possession of an unendorsed valid RSA Drivers licence (EB). Knowledge, Skills, Training and Competence Required: Possess knowledge of relevant Legislation, Acts, Prescripts and Policy frameworks informing the area of operation. Have in-depth knowledge of procedures and processes related to nursing and nursing

education. Possess sound knowledge and understanding of nursing code of ethics and professional practice. Possess in-depth knowledge of teaching and clinical approaches. Have good research and analytical skills. Competence in conflict management and problem-solving skills. Possess good communication and interpersonal skills. Willingness to travel.

DUTIES : Provide effective and efficient clinical training of nurse learners. Develop/design, review and evaluate clinical evaluation tools. Coordinate clinical learning exposure of nurse learners between the Campus and the clinical area. Implement assessment strategies to determine nurse learner's competencies. Exercise control over nurse leaners and maintain accurate records. Implement the quality management system for the Nursing Education Institution.

ENQUIRIES : Principal M.T. Chiliza Tel No: (031) 327 2103

APPLICATIONS : All applications to be handed delivered or email to Mthobeni.Ndlovu@kznhealth.gov.za
Addington Campus, 16 Erskine Terrace, South Beach, Durban, 4001.

FOR ATTENTION : Mr. M Ndlovu (Academic Registrar)

NOTE : Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Applications are not required to submit copies of qualifications and other relevant documents on application. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed applications will not be accepted. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note that due to the large financial constraints no S &T and settlement claims will be considered for payment to candidates that are invited for the interview. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment.

CLOSING DATE : 31 August 2026

POST 29/162 : **LECTURER (GRADE 1, GRADE 2) CLINICAL FACILITATOR REF NO: GS 3/26 (X2 POSTS)**
Component: KwaZulu Natal College of Nursing - Grey's Campus

SALARY : Grade 1: R495 423 per annum
Grade 2: R607 350 per annum
plus 13th cheque, medical-aid (optional) homeowners allowance (employee must meet the prescribed requirements)

CENTRE : Grey's Hospital- Pietermaritzburg

REQUIREMENTS : Senior Certificate/Grade 12 Plus A Diploma/Degree in Nursing and Midwifery Plus A post registration qualification in Nursing Education registered with the South African Nursing Council (SANC) Plus Current Registration with the South African Nursing Council (SANC) 2026 Plus A minimum of four (4) years appropriate/ recognizable experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing (in the case of grade 1 PND 1) or A minimum of fourteen (14) years appropriate/recognizable experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing of which ten (10) years of the period referred to above must be appropriate / recognizable experience in Nursing Education after obtaining the 1 year post-basic qualification (in the case of grade 2 PND 2) NB (Only shortlisted candidates will be required to submit proof of all documents and certificate of Service endorsed by Human Resources) Additional Qualifications: Master's degree in Nursing Postgraduate Nursing qualification Knowledge, Skills and Experience: Possess knowledge of relevant Legislation, Acts, Prescripts and Policy frameworks informing the area

of operation. Have in-depth knowledge of procedures and process related to nursing practice and nursing education. Knowledge of nursing education programmes and curriculum Possess sound knowledge and understanding of nursing code of ethics and professional practice. Possess in depth knowledge of teaching and clinical approaches. Have good research and analytical skills. Competence in conflict management. Possess good communication and interpersonal skills. Willingness to travel. Computer Literacy.

DUTIES : Provide an effective and efficient clinical training of student nurses in both undergraduate and postgraduate nursing programmes Develop/design, review and evaluate clinical evaluation tools. Co-ordinate clinical learning exposure of student nurses between the Campus and Clinical areas. Implement assessment strategies to determine student nurses' competencies. Exercise control over student nurses Implement the quality management system for Nursing Education Institution. Participate in the provisioning of Continuous Professional Development (CPD) activities at the Campus. Participate in all governance structures of the College. Support the mission and promote the image of the college.

ENQUIRIES : Mrs. B.E Shezi- Grey's Campus Principal Tel No: (033) 897 3508

APPLICATIONS : Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag X9001, Pietermaritzburg, 3200 or Email Applications to khazimula.goba@kznhealth.gov.za or malinee.chandul@kznhealth.gov.za

FOR ATTENTION : Mrs M. Chandulal.

NOTE : This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the department. Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the new Z83 form and a detailed curriculum vitae only. Additionally: The new Application for Employment Form (Z83) is obtainable from any Government Department OR from the website – www.kznhealth.gov.za. Applicants must utilize the most recent Application for Employment Form (Form Z83) as issued by the Minister for DPSA (gazetted on 06 November 2020) in line with regulation of 10 of the Public Service Regulations, 2016 and failure to do so will result in disqualification. Applicants are required to complete and sign Z83 and also submit a detailed curriculum vitae (CV). All sections of the new Application for Employment Form (Z83) (except those sections that are not relevant to the applicant) must be completely, accurately and legibly filled in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form. Applicants are required to reflect information even if the same information is provided on the detailed CV. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. NB: The Employment Equity target for this post is: African Male, Indian Male, White Male, Coloured Male

CLOSING DATE : 28th August 2026

POST 29/163 : **LECTURER (GRADE 1, GRADE 2) (NEPHROLOGY NURSING SCIENCE) REF NO: GS 4/26**
Component: KwaZulu Natal College of Nursing - Grey's Campus

SALARY : Grade 1: R495 423 per annum
Grade 2: R607 350 per annum
plus 13th cheque, medical-aid (optional) homeowners allowance (employee must meet the prescribed requirements)

CENTRE : Grey's Hospital- Pietermaritzburg

REQUIREMENTS : Senior Certificate/Grade 12 Plus A Diploma/Degree in Nursing and Midwifery that allows registration with the South African Nursing Council(SANC) as a Professional Nurse Plus A post registration qualification in Nursing Education registered with the South African Nursing Council (SANC) Plus A Bost Basic Qualification in Nephrology Nursing Science registered with SANC. Current Registration with the South African Nursing Council (SANC) 2026 Plus A minimum of four (4) years appropriate/recognizable experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing (in the case of grade 1 PND 1) or A minimum of fourteen (14) years appropriate/recognizable experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing of which ten

		(10) years of the period referred to above must be appropriate / recognizable experience in Nursing Education after obtaining the 1 year post-basic qualification (in the case of grade 2 PND 2) NB (Only shortlisted candidates will be required to submit proof of all documents and certificate of Service endorsed by Human Resources) Additional Qualifications: Master's degree in Nursing Knowledge, Skills and Experience: Computer Literacy Possess knowledge of Public Service Administration Acts and Legislation such as Health Act, Higher Education Act, SAQA Act, NQF, Nursing Act, Rules and Regulations, Council on Higher Education Policies, College Policies, PSR, Disciplinary Code and Procedure, Labour Relations Act, etc. Possess sound knowledge and understanding of nursing code of ethics and professional practice of the South African Nursing Council. Thorough knowledge and understanding of Nursing Standard of Practice and Scope of Practice. Possess knowledge of curriculum development and review. Knowledge of procedures and processes related to co-ordination of Post Graduate Diploma in Critical Care Nursing Science. Possess proficiency in teaching and assessment in Nursing Education. Possess sound knowledge of planning, scheduling, implementation of Critical Care training programs. Possess sound conflict and decision-making/problem solving skills. Have good research and analytical skills. Have excellent communication and presentation skills (both verbal and written). Computer literacy with proficiency in MS Office package, Excel, Power Point and Outlook. Good interpersonal relations. Ability to work within set deadlines. Proficiency in teaching and assessment of Post Graduate Diploma in Adult Critical Care evaluation approaches. Possess good communication (written & verbal) and presentation skills.
DUTIES	:	Provide education and training to student nurses. Coordinate clinical learning exposure of student nurses between campus and clinical areas. Support the mission and promote the image of the college. Implement assessment strategies to determine student nurses' competencies Exercise control over student nurses Participate in quality assurance programs Participate in policy analysis, development and implementation. Development and review of nursing curricula for Nephrology Nursing Implement the new nursing programs in line with SANC and CHE regulations Participates in the provisioning of continuous Professional Development activities at the Campus Participates in all government structures of the College
ENQUIRIES	:	Mrs. B.E Shezi- Grey's Campus Principal Tel No: (033) 8973508
APPLICATIONS	:	Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag X9001, Pietermaritzburg, 3200 or Email Applications to khazimula.goba@kznhealth.gov.za or malinee.chandul@kznhealth.gov.za
FOR ATTENTION	:	Mrs M. Chandulal.
NOTE	:	This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the department. Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the new Z83 form and a detailed curriculum vitae only. Additionally: The new Application for Employment Form (Z83) is obtainable from any Government Department OR from the website – www.kznhealth.gov.za. Applicants must utilize the most recent Application for Employment Form (Form Z83) as issued by the Minister for DPSA (gazetted on 06 November 2020) in line with regulation of 10 of the Public Service Regulations, 2016 and failure to do so will result in disqualification. Applicants are required to complete and sign Z83 and also submit a detailed curriculum vitae (CV). All sections of the new Application for Employment Form (Z83) (except those sections that are not relevant to the applicant) must be completely, accurately and legibly filled in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form. Applicants are required to reflect information even if the same information is provided on the detailed CV. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. NB: The Employment Equity target for this post is: African Male, Indian Male, White Male, Coloured Male.
CLOSING DATE	:	28 August 2026

POST 29/164	:	**LECTURER REF NO: ADD CAMP 03/2026 (X4 POSTS)**
SALARY	:	Grade 1: R495 423 per annum
CENTRE	:	Addington Campus: KwaZulu Natal
REQUIREMENTS	:	Grade 12 (Senior Certificate) Plus. Degree/ diploma in General Nursing, Midwifery, Psychiatric Nursing, Community Health and Nursing Education Plus. Current Registration with South African Nursing Council for the year 2026 Plus. A minimum of four (4) years (PN-D1) appropriate/recognizable experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing. A minimum of fourteen (14) years (PN-D2) appropriate / recognizable experience after registration as a Professional Nurse with the South African Nursing Council of which 10 years of the period must be appropriate recognizable experience in Nursing Education Institution after obtaining the 1year post qualification in Nursing Education. In possession of an unendorsed valid RSA Drivers Licence (Code EB). Knowledge, Skills, Training and Competence Required: Possess knowledge of relevant Legislation, Acts, Prescripts and Policy frameworks. informing the area of operation. Have in- dept. knowledge of procedures and processes related to nursing and nursing education. Possess sound knowledge and understanding of nursing code of ethics and professional practice. Possess in-depth knowledge of teaching and clinical approaches in General Nursing/ Midwifery. Have good research and analytical skills. Competence in conflict management and problem-solving skills. Possess good communication and interpersonal skills. Willingness to travel.
DUTIES	:	Provide education and training of nurse learner. Coordinate Clinical Learning exposure of students between College and Clinical areas. Support the mission and promote the image of the College. Implement assessment strategies to determine nurse learner's competencies. Exercise control over nurse learners. Implement the quality management system for the Nursing Education Institution.
ENQUIRIES	:	Principal M.T. Chiliza Tel No: (031) 327 2103
APPLICATIONS	:	All applications to be handed delivered or email to Mthobeni.Ndlovu@kznhealth.gov.za Addington Campus, 16 Erskine Terrace, South Beach, Durban, 4001.
FOR ATTENTION	:	Mr. M Ndlovu (Academic Registrar)
NOTE	:	Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Applications are not required to submit copies of qualifications and other relevant documents on application. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed applications will not be accepted. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note that due to the large financial constraints no S &T and settlement claims will be considered for payment to candidates that are invited for the interview. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment.
CLOSING DATE	:	31 August 2026
POST 29/165	:	**PROFESIONAL NURSE SPECIALTY (ADVANCED MIDWIFERY) REF NO: VRH 04/2026 (X1 POST)** Component: Mondlo 2 Clinic
SALARY	:	Grade 1: R495 423 - R571 161 per annum Grade 2: R607 350 - R741 783 per annum

Other Benefits: Medical Aid – Optional, Housing Allowance - Employee must meet prescribed requirements, 13th Cheque and 12% rural allowance.

CENTRE : Vryheid District Hospital

REQUIREMENTS : Diploma / B Degree in nursing or equivalent qualification that allows registration with the SANC as a Professional Nurse with Midwifery. Relevant post basic qualification (Diploma in Advanced Midwifery and Neonatal Nursing Science). Registration with SANC as Professional Nurse (General) and Advanced Midwifery. Current SANC receipt. **Grade 1:** A minimum of 04 years appropriate /recognizable experience in nursing after registration as Professional Nurse with SANC in general nursing. **Grade 2:** A minimum of 14 years appropriate /recognizable experience in nursing after registration as Professional Nurse with SANC in general nursing. At least 10 years of the period referred above must be appropriate/recognizable experience in specific speciality after obtaining the 1 year post basic qualification in the relevant speciality. Knowledge, Skills, Training and Competences Required: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks. Good communication skills. Report writing skills. Facilitation skills. Coordination skills. Liaison skills. Networking skills. Problem solving skills. Information Management. Knowledge Management. Planning and organizing. Computer Literacy.

DUTIES : Provide comprehensive antenatal, intrapartum and postnatal care including normal deliveries and management of obstetric emergencies. Conduct risk assessments, early detection and management of complications in pregnancy, labour and puerperium. Perform newborn resuscitation, essential newborn care and Kangaroo Mother Care. Implement and monitor Maternal, Child and Women's Health programmes in line with provincial and national guidelines. Ensure safe, quality maternity services to support reduction of maternal and neonatal mortality. Provide PHC services: HIV testing, initiation, retention to care, VL monitoring and suppression as per Siyeza and Operation Phuthuma requirements. Manage TB, STI, NCD, Family Planning and EPI programmes. Triage patients, diagnose, treat and refer in accordance with scope of practice and clinical protocols. Trace defaulters, missed appointments and loss to follow-up TROA. Monitor and reduce PSIs, complaints and waiting times. Ensure compliance with Ideal Clinic standards and infection prevention/control. Participate in audits, data validation and reporting for MCWH and HIV/TB indicators. Promote patient-centered care and professionalism. Maintain accurate clinical records, registers and statistics. Supervise and mentor PN, EN, ENA and CHWs on duty. Ensure cost-effective use of maternity equipment, drugs and stock. Report losses/damages. Participate in the 24/7 shift to ensure continuity of care in a busy township facility. Adhere to SANC regulations and Public Service Code of Conduct. Contribute to reducing risks. Provide health education to patients and community on maternal health, HIV/TB prevention.

ENQUIRIES : Ms. ATS Sibiya Tel No: (034) 9822111, Ext, 4692

APPLICATIONS : All applications should be forwarded to: Assistant Director: HRM, Private Bag X9371, Vryheid, 3100 or be hand delivered at Coswald Brown Street, Vryheid, 3100, HR office No: 09 or email to VryheidHospital.HRJobApplication@kznhealth.gov.za

NOTE : This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. The contents of this circular minute must be brought to the notice of all eligible employees on the establishment of all institutions without delay. It must be ensured that all employees who meet the requirements of the post are made aware on this circular minute even if they are absent from their normal places of work. Directions To Candidates: The following documents must be submitted: Application for employment form (Form Z83), which is obtainable at any Government Department OR from the website (www.kznhealth.gov.za) issued by Minister of DPSA in line with regulation 10 of the Public Service Regulations 2016. Applicant must utilize the most recent Z83 form. The Z83 must be fully completed: Failure to do so will result in disqualification. A detailed Curriculum Vitae (CV) and please note that it is no longer a requirement to submit any qualification or supporting documents, only shortlisted candidate will be required to produce certified copies of documents on or before the day of the interview. The Reference Number and the position for which you are applying (as stated in the advert) must be clearly indicated in the columns provided on the Z83 form. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic

requirements and the other must be an integrity (ethical conduct) assessment. The appointments are subject to positive outcome obtained from the NIA to the following checks (Security clearance, credit records, qualifications, citizenship and previous experience verifications) It is the applicant's responsibility to have a foreign qualification which is the inherent requirement of the job evaluated by the South African Qualifications Authority (SAQA) and to provide proof when shortlisted. Failure to comply will result in the application not being considered. Applicants are respectfully informed that if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. People living with disabilities are encouraged to apply for the post. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. The department reserves the right not to fill the post. Failure to comply with the above instructions will disqualify your application. The post will be filled in terms of the Employment Equity Target. NB: Sending applications using courier service/email is encouraged as we have challenges with the post office.

CLOSING DATE : 28 August 2026

POST 29/166 : **PROFESSIONAL NURSE (SPECIALTY) (THEATRE) REF NO: MAD 04/2026 (X1 POST)**

SALARY : Grade 1: R495 423 – R581 931 per annum
Grade 2: R607 350 – R752 913 per annum
Plus 8% Inhospitable Allowance, 13th cheque, medical Aid (Optional) and housing allowance (employee must meet prescribed requirements)

CENTRE : Madadeni Provincial Hospital

REQUIREMENTS : Diploma / Degree in General Nursing. A post basic qualification in Operating Theatre Nursing Science. Registration with the SANC as a Professional Nurse. A minimum of 4 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Knowledge, Skills, Training and Competencies Required: Strong interpersonal, communication and presentation skills. Ability to make independent decisions. An understanding of the challenges facing the public health sector. Ability to prioritize issues and other work-related matters and to comply with time frames. High level of accuracy. Depth knowledge of Acts, Policies, Procedures, Prescripts and Legislations.

DUTIES : Render an optimal holistic specialized nursing care to patients as member of the Multidisciplinary team. Train and supervise junior staff and student nurses Maintain accreditation standards by ensuring compliance with National Norma and Standards. Co-ordinate clinical activities of the unit. Participate in the formulation, analysis, implementation and monitoring of unit objectives, policies, and procedures. Participate in nursing audits and maintain accurate records. Display a concern for patients, promoting advocating, and facilitating proper treatment and care Ensure the unit complies with Infection Prevention and Control as well as Occupational Health and Safety policies. Strengthen ethics and professionalism. Provide safe and therapeutic environment for patients, staff and public. Maintain a constructive working relationship with nursing and other stakeholders. Participate in staff development using EPMDS System and other work-related programmes and training. Ensure that equipment and machinery is available and functional at all time. Attend to meetings, workshops and training programs as assigned by the supervisor.

ENQURIES : Ms R. M Sithole Tel No: (034) 328 8137

APPLICATIONS : All applications can be submitted through hand delivery /courier to: The HR Recruitment Office no:3, Madadeni Hospital, f0001. Section 6, Madadeni, 2951. Applications can also be emailed to: sibongiseni.kheswa@kznhealth.gov.za

FOR ATTENTION : The Recruitment Officer

NOTE : This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Note: The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The

application form (Z83) must be accompanied by a detailed Curriculum Vitae, Certified copies of ID, Highest educational qualification and other relevant documents will be requested for submission only from shortlisted candidates. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2016. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. EE Target: African Male.

CLOSING DATE : 28 August 2026

POST 29/167 : **PROFESSIONAL NURSE SPECIALTY (ICU) REF NO: MAD 06/ 2026**

SALARY : Grade 1: R495 423 - R581 931.per annum
Grade 2: R607 350 – R752 913 per annum
Plus 8% Inhospitable Allowance, 13th cheque, medical Aid (Optional) and housing allowance (employee must meet prescribed requirements)

CENTRE : Madadeni Provincial Hospital

REQUIREMENTS : Basic R425 Degree/Diploma in Nursing or equivalent qualification that allows registration with the South African Nursing Council as Professional Nurse. One (1) year post basic qualification in Critical Care Nursing Science. Registration with the SANC as a Professional Nurse. A minimum of 4 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing Knowledge, Skills, Training and Competencies Required: Strong interpersonal, communication and presentation skills. Ability to make independent decisions. An understanding of the challenges facing the public health sector. Ability to prioritize issues and other work-related matters and to comply with time frames. High level of accuracy. Depth knowledge of Acts, Policies, Procedures, Prescripts and Legislations.

DUTIES : Render an optimal holistic specialized nursing care to patients as member of the Multidisciplinary team. Train and supervise junior staff and student nurses. Maintain accreditation standards by ensuring compliance with National Core Standards. Co-ordinate clinical activities of the unit. Participate in the formulation, analysis, implementation and monitoring of unit objectives, policies, and procedures. Participate in nursing audits and maintain accurate records. Display a concern for patients, promoting advocating, and facilitating proper treatment and care. Ensure the unit complies with Infection Prevention and Control as well as Occupational Health and Safety policies. Strengthen ethics and professionalism. Provide safe and therapeutic environment for patients, staff and public. Participate in staff development using EPMDS System and other work-related programmes and training.

ENQURIES : Ms. R.M Sithole Tel No: (034) 328 8137

APPLICATIONS : All applications can be submitted through hand delivery /courier to: The HR Recruitment Office no:3, Madadeni Hospital, f0001. Section 6, Madadeni, 2951. Applications can also be emailed to: sibongiseni.kheswa@kznhealth.gov.za

FOR ATTENTION : The Recruitment Officer

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Certified copies of ID, Highest educational qualification and other relevant documents will be requested for submission only from shortlisted candidates. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2016. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. Post: EE Targets (African Male)

CLOSING DATE : 28 August 2026

POST 29/168 : **PROFESSIONAL NURSE SPECIALTY (OCCUPATIONAL HEALTH) REF NO: MAD 05/ 2026**

SALARY : Grade 1: R495 423 - R581 931 per annum
Grade 2: R607 350 – R752 913 per annum
Plus 8% Inhospitable Allowance, 13th cheque, medical Aid (Optional) and housing allowance (employee must meet prescribed requirements)

CENTRE : Madadeni Provincial Hospital

REQUIREMENTS : Basic R425 Degree/Diploma in Nursing or equivalent qualification that allows registration with the South African Nursing Council as Professional Nurse. One (1) year post basic qualification with a duration of at least 1 year in Occupational Health. Registration with the SANC as a Professional Nurse. A minimum of 4 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing Knowledge, Skills, Training and Competencies Required: Knowledge of nursing care processes and procedures. Primary Health Care and Occupational Health Care, knowledge on nursing processes and procedure, nursing status and other relevant legal framework. Good and sound knowledge of compensation for Health and Safety Act No.85 of 1983. Good communication, team building and interpersonal skills. Coordination and liaison, problem solving and report writing. Batho Pele Principles. Computer literacy. Understanding of health programs VIZ, HIV, TB, Communicable and non-communicable diseases.

DUTIES : Provide support and assistance to ensure optimal health status for all employees in the institution and clinics. Roll out occupational health programmes for the hospital and clinics. Conduct medical surveillance programme to employees. Execute all duties, functions and responsibilities in compliance with the OHS Act 85 of 1993, COID Act 130 of 1993 and relevant legislation. Administering and practical implementation of relevant Human Resource Management policies including those related to covid 19. Manage occupational health statistics and report. Develop occupational health and safety training programmes for employees (involving stakeholders with relevant experience).

ENQURIES : Ms. R.M Sithole Tel No: (034) 328 8137

APPLICATIONS : All applications can be submitted through hand delivery /courier to: The HR Recruitment Office no:3, Madadeni Hospital, f0001. Section 6, Madadeni, 2951. Applications can also be emailed to: sibongiseni.kheswa@kznhealth.gov.za

FOR ATTENTION : The Recruitment Officer

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application form (Z83) must be accompanied by a detailed Curriculum Vitae, Certified copies of ID, Highest educational qualification and other relevant documents will be requested for submission only from shortlisted candidates. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2016. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. Post: EE Targets (African Male)

CLOSING DATE : 28 August 2026

POST 29/169 : **CLINICAL TECHNOLOGIST (GRADE 1-3) (ECHO CARDIO) REF NO: MAD 03/2026 (X1 POST)**

SALARY : Grade 1: R413 121 - R472 359 per annum
Grade 2: R482 499 - R550 389 per annum
Grade 3: R564 822 - R683 808 per annum
12% In-Hospitable allowance, 13th cheque, Plus Medical Aid (Optional), Plus Housing Allowance, (Employee must meet prescribed conditions)

CENTRE : Madadeni Provincial Hospital

REQUIREMENTS : Diploma/Degree in Clinical Technology (Echo Cardio), Current registration with HPCSA as Clinical Technologists as Echo Cardio. Clinical Technologist **Grade 1**: None after registration with HPCSA in respect of RSA qualify employees who performed community service, as required in South Africa. (1) year relevant experience after registration with the health Profession Council of South Africa 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. Clinical Technologists **Grade 2:** Minimum of ten (10) year relevant experience after registration with HPCSA in the relevant profession (where applicable) in the respect of RSA qualified employees who performed community service, as required in South Africa. Minimum of 11 years relevant experience after registration with the Health Professional Council of South Africa (HPCSA) in the relevant profession (where applicable) in respect of foreign qualified employees, of whom it is perform Community Service as required South Africa. Clinical Technologists **Grade 3:** Minimum of twenty (20) years relevant experience after registration with HPCSA in Relevant profession (where applicable) in respect of RSA qualifies employees who performed Community of South Africa. Minimum of 21 years relevant experience after registration with Health Professional Council of South Africa (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. Knowledge, Skills and Competencies required: -1-2 years relevant working experience. Experience in haemodialysis. Good organization skills. Good communication skills. Good interpersonal skills. Experience in working in echo Cardio unit. Experience with working with ICU and Theatre equipment.

DUTIES : Execute duties and function with proficiency, in support of the vision, mission. Inform patients about nature of procedure and reason for performing the test. Maintain accurate records and statistics of patients attended to. Liaise with doctors and nursing staff with regards patients test results. Ensure that the department is clean, regularly serviced and well maintained. Participate in the teaching programme for all personnel within the department. Perform any other duties as instructed by the head of department. Exercise patient care and expertise when performing procedures. Uphold the principles of Batho-Pele, the patient's rights and responsibilities. Provide training and support in renal unit, critical care and anaesthesiology.

ENQURIES : Dr. X.F Nene Tel No: (034) 328 8007

APPLICATIONS	:	All applications can be submitted through hand delivery /courier to: The HR Recruitment Office no:3, Madadeni Hospital, f0001. Section 6, Madadeni, 2951. Applications can also be emailed to: sibongiseni.kheswa@kznhealth.gov.za
FOR ATTENTION	:	The Recruitment Officer
NOTE	:	This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Note: The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, Certified copies of ID, Highest educational qualification and other relevant documents will be requested for submission only from shortlisted candidates. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2016. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview.
CLOSING DATE	:	28 August 2026
POST 29/170	:	**HEALTH AND SAFETY OFFICER REF NO: MAD 09/2026 (X1 POST)**
SALARY	:	R413 001 – R486 501 per annum. 13th cheque, Plus Medical Aid (Optional), Plus Housing Allowance (Employee must meet prescribed condition)
CENTRE	:	Madadeni Provincial Hospital
REQUIREMENTS	:	Degree / National Diploma in Environmental Health or Safety Management. Minimum of 3-5 years' experience in Safety. Knowledge, Skills and Competencies required: Knowledge of relevant legislations pertaining to Occupational Health and Safety. Identification, control, elimination and monitoring of hazards. Health education and administration of the services. Knowledge of computer literacy. Accident investigation. Disaster management.
DUTIES	:	Identification of potential situation that could lead to injury/disability/death of staff member/visitor. Proper damage or loss, internal disaster, medico-legal claim and reporting thereof to the Occupational health and safety manager. Ensuring the delegate management and administrative functions are carried out timely and correctly in order for health and safety to function in the institution. Assisting in development and compilation of manuals, policies and protocol that will be included in the rolling out of the health and safety training, orientation and induction programmes. Participate in safety audits for the institution in compliance with the occupational health and safety Act,85 of 1993. Assisting the occupational health and safety manager in ensuring that buildings, construction, plants, and machinery meet and maintain compliance certificates that are regulated by the occupational health and safety Act, 85 of 1993 and its regulation. Organise and record the Disaster drills. Ensure that all employees and service providers within the hospital complies with the required safety protocols. Ensure that people, patients, staff and the building are safe and Hospital is legally compliant, OHSD, norms and standards, DOH requirements, conduct workplace inspections, PPE management, ergonomics and staff safety. Liaise with occupational Health team on T.B, Hep B radiation monitoring etc. Ensure fire safety and emergency preparedness. Ensure Infection Control and patient safety support, i.e heater qudity, ventilation, waste management, contractor safety. Conduct training and awareness on Health and Safety. Implement monitoring and quality improvement.
ENQUIRIES	:	Mr. T.D Ndaba Tel No: (034) 328 8014

APPLICATIONS	:	All applications can be submitted through hand delivery /courier to: The HR Recruitment Office no:3, Madadeni Hospital, f0001. Section 6, Madadeni, 2951. Applications can also be emailed to: sibongiseni.kheswa@kznhealth.gov.za
FOR ATTENTION	:	The Recruitment Officer
NOTE	:	This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Note: The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, Certified copies of ID, Highest educational qualification and other relevant documents will be requested for submission only from shortlisted candidates. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2016. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview.
CLOSING DATE	:	28 August 2026
POST 29/171	:	**PROFESIONAL NURSE (GENERAL STREAM) WITH MIDWIFERY REF NO: VRH 05/2026 (X1 POST)** Component: Qalukubheka Clinic
SALARY	:	Grade 1: R337 359 - R391 515 per annum Grade 2: R411 978 - R478 116 per annum Grade 3: R495 423 - R625 704 per annum Other Benefits: Medical Aid – Optional, Housing Allowance - Employee must meet prescribed requirements, 13th Cheque and 12% rural allowance.
CENTRE	:	Vryheid District Hospital
REQUIREMENTS	:	Diploma / B Degree in nursing or equivalent qualification that allows registration with the SANC as a Professional Nurse with Midwifery. Registration with SANC as Professional Nurse with Midwifery. Current SANC receipt. **Grade 1**: No experience. **Grade 2**: A minimum of 10 years appropriate /recognisable experience in nursing after registration as a Professional Nurse with SANC in general nursing. **Grade 3**: A minimum of 20 years appropriate /recognizable experience in nursing after registration as Professional Nurse with SANC in general nursing. Knowledge, Skills, Training and Competences Required: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks. Good communication skills. Report writing skills. Facilitation skills. Coordination skills. Liaison skills. Networking skills. Problem-solving skills. Information Management. Knowledge Management. Planning and organising. Computer Literacy.
DUTIES	:	Provide directions and supervision for the implementation of the nursing plan (clinical practice/quality patient care. Implement standards, practices, criteria and indicators for quality nursing (quality of practice). Practice nursing and health care in accordance with the laws and regulations relevant to nursing and health care. Maintain a constructive working relationship with nursing and other stakeholders. Utilise human, material and physical resources efficiently and effectively. Provide comprehensive, antenatal, intrapartum and postnatal care including deliveries and management of obstetric emergencies. Perform physical assessments, diagnose and treat common health problems in line with scope of practice and PHC guidelines. Manage Maternal, Child and Women's Health programmes, EPI, Family Planning. Provide HIV, TB, STI and NCD

management and ensure adherence to 95/95/95 targets. Triage patients, refer appropriately, and follow up on defaulters and untraceable clients. Maintain patient hygiene, nutrition, mobility and elimination needs. Measure, interpret and record vital signs accurately. Ensure infection prevention and control measures are implemented. Promote patient-centered care to reduce complaints, PSIs and waiting times. Participate in outreach services and community health education. Support NHI and PHC re-engineering initiatives in the rural community. Work with CHWs and other stakeholders to improve access in rural areas. Maintain accurate patient records, registers and data capturing. Ensure cost-effective use of equipment, stock and resources. Report losses/damages. Supervise and mentor Enrolled Nurses, Staff Nurses and CHWs. Implement and monitor priority programmes as per Ideal Clinic standards. Reduce risk of litigation by applying correct clinical protocols. Contribute to achieving Ideal Clinic Realisation Status. Participate in on-call system to ensure 24/7 service delivery.

ENQUIRIES : Ms. ATS Sibiya Tel No: (034) 9822111, Ext. 4692

APPLICATIONS : All applications should be forwarded to: Assistant Director: HRM, Private Bag X9371, Vryheid, 3100 or be hand delivered at Coswald Brown Street, Vryheid 3100, HR office No: 09 or email to VryheidHospital.HRJobApplication@kznhealth.gov.za

NOTE : This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. The contents of this circular minute must be brought to the notice of all eligible employees on the establishment of all institutions without delay. It must be ensured that all employees who meet the requirements of the post are made aware on this circular minute even if they are absent from their normal places of work. Directions To Candidates: The following documents must be submitted: Application for employment form (Form Z83), which is obtainable at any Government Department OR from the website (www.kznhealth.gov.za) issued by Minister of DPSA in line with regulation 10 of the Public Service Regulations 2016. Applicant must utilize the most recent Z83 form. The Z83 must be fully completed: Failure to do so will result in disqualification. A detailed Curriculum Vitae (CV) and please note that it is no longer a requirement to submit any qualification or supporting documents, only shortlisted candidate will be required to produce certified copies of documents on or before the day of the interview. The Reference Number and the position for which you are applying (as stated in the advert) must be clearly indicated in the columns provided on the Z83 form. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The appointments are subject to positive outcome obtained from the NIA to the following checks (Security clearance, credit records, qualifications, citizenship and previous experience verifications) It is the applicant's responsibility to have a foreign qualification which is the inherent requirement of the job evaluated by the South African Qualifications Authority (SAQA) and to provide proof when shortlisted. Failure to comply will result in the application not being considered. Applicants are respectfully informed that if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. People living with disabilities are encouraged to apply for the post. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. The department reserves the right not to fill the post. Failure to comply with the above instructions will disqualify your application. The post will be filled in terms of the Employment Equity Target. NB: Sending applications using courier service/email is encouraged as we have challenges with the post office.

CLOSING DATE : 28 August 2026

POST 29/172 : **PROFESIONAL NURSE (GENERAL STREAM) WITH MIDWIFERY REF NO: VRH 06/2026 (X1 POST)**
Component: Thembumusa Clinic

SALARY : Grade 1: R337 359 - R391 515 per annum
Grade 2: R411 978 - R478 116 per annum
Grade 3: R495 423 - R625 704 per annum

		Other Benefits: Medical Aid – Optional, Housing Allowance - Employee must meet prescribed requirements, 13th Cheque and 12% rural allowance.
CENTRE	:	Vryheid District Hospital
REQUIREMENTS	:	Diploma / B Degree in nursing or equivalent qualification that allows registration with the SANC as a Professional Nurse with Midwifery. Registration with SANC as Professional Nurse with Midwifery. Current SANC receipt. **Grade 1**: No experience. **Grade 2**: A minimum of 10 years appropriate /recognisable experience in nursing after registration as a Professional Nurse with SANC in general nursing. **Grade 3**: A minimum of 20 years appropriate /recognizable experience in nursing after registration as Professional Nurse with SANC in general nursing. Knowledge, Skills, Training and Competences Required: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks. Good communication skills. Report writing skills. Facilitation skills. Coordination skills. Liaison skills. Networking skills. Problem solving skills. Information Management. Knowledge Management. Planning and organising. Computer Literacy.
DUTIES	:	Provide directions and supervision for the implementation of the nursing plan (clinical practice/quality patient care. Implement standards, practices, criteria and indicators for quality nursing (quality of practice). Practice nursing and health care in accordance with the laws and regulations relevant to nursing and health care. Maintain a constructive working relationship with nursing and other stakeholders. Utilise human, material and physical resources efficiently and effectively. Provide comprehensive, antenatal, intrapartum and postnatal care including deliveries and management of obstetric emergencies. Perform physical assessments, diagnose and treat common health problems in line with scope of practice and PHC guidelines. Manage Maternal, Child and Women's Health programmes, EPI, Family Planning. Provide HIV, TB, STI and NCD management and ensure adherence to 95/95/95 targets. Triage patients, refer appropriately, and follow up on defaulters and untraceable clients. Maintain patient hygiene, nutrition, mobility and elimination needs. Measure, interpret and record vital signs accurately. Ensure infection prevention and control measures are implemented. Promote patient-centered care to reduce complaints, PSIs and waiting times. Participate in outreach services and community health education. Support NHI and PHC re-engineering initiatives in the rural community. Work with CHWs and other stakeholders to improve access in rural areas. Maintain accurate patient records, registers and data capturing. Ensure cost-effective use of equipment, stock and resources. Report losses/damages. Supervise and mentor Enrolled Nurses, Staff Nurses and CHWs. Implement and monitor priority programmes as per Ideal Clinic standards. Reduce risk of litigation by applying correct clinical protocols. Contribute to achieving Ideal Clinic Realization Status.
ENQUIRIES	:	Ms. ATS Sibiya Tel No: (034) 9822111, Ext. 4692
APPLICATIONS	:	All applications should be forwarded to: Assistant Director: HRM, Private Bag X9371, Vryheid, 3100 or be hand delivered at Coswald Brown Street, Vryheid 3100, HR office No: 09 or email to VryheidHospital.HRJobApplication@kznhealth.gov.za
NOTE	:	This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. The contents of this circular minute must be brought to the notice of all eligible employees on the establishment of all institutions without delay. It must be ensured that all employees who meet the requirements of the post are made aware on this circular minute even if they are absent from their normal places of work. Directions To Candidates: The following documents must be submitted: Application for employment form (Form Z83), which is obtainable at any Government Department OR from the website (www.kznhealth.gov.za) issued by Minister of DPSA in line with regulation 10 of the Public Service Regulations 2016. Applicant must utilize the most recent Z83 form. The Z83 must be fully completed: Failure to do so will result in disqualification. A detailed Curriculum Vitae (CV) and please note that it is no longer a requirement to submit any qualification or supporting documents, only shortlisted candidate will be required to produce certified copies of documents on or before the day of the interview. The Reference Number and the position for which you are applying (as stated in the advert) must be clearly indicated in the columns provided on the Z83 form. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment.

The appointments are subject to positive outcome obtained from the NIA to the following checks (Security clearance, credit records, qualifications, citizenship and previous experience verifications) It is the applicant's responsibility to have a foreign qualification which is the inherent requirement of the job evaluated by the South African Qualifications Authority (SAQA) and to provide proof when shortlisted. Failure to comply will result in the application not being considered. Applicants are respectfully informed that if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. People living with disabilities are encouraged to apply for the post. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. The department reserves the right not to fill the post. Failure to comply with the above instructions will disqualify your application. The post will be filled in terms of the Employment Equity Target. NB: Sending applications using courier service/email is encouraged as we have challenges with the post office.

CLOSING DATE : 28 August 2026

POST 29/173 : **PROFESIONAL NURSE (GENERAL STREAM) WITH MIDWIFERY REF NO: VRH 07/2026 (X1 POST)**
Component: Mondlo 2 Clinic

SALARY : Grade 1: R337 359 - R391 515 per annum
Grade 2: R411 978 - R478 116 per annum
Grade 3: R495 423 - R625 704 per annum
Other Benefits: Medical Aid – Optional, Housing Allowance - Employee must meet prescribed requirements, 13th Cheque and 12% rural allowance.

CENTRE : Vryheid District Hospital

REQUIREMENTS : Diploma / B Degree in nursing or equivalent qualification that allows registration with the SANC as a Professional Nurse with Midwifery. Registration with SANC as Professional Nurse with Midwifery. Current SANC receipt. **Grade 1**: No experience. **Grade 2**: A minimum of 10 years appropriate /recognizable experience in nursing after registration as Professional Nurse with SANC in general nursing. **Grade 3**: A minimum of 20 years appropriate /recognizable experience in nursing after registration as Professional Nurse with SANC in general nursing. Knowledge, Skills, Training and Competences Required: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks. Good communication skills. Report writing skills. Facilitation skills. Coordination skills. Liaison skills. Networking skills. Problem solving skills. Information Management. Knowledge Management. Planning and organizing. Computer Literacy.

DUTIES : Provide directions and supervision for the implementation of the nursing plan (clinical practice/quality patient care. Implement standards, practices, criteria and indicators for quality nursing (quality of practice). Practice nursing and health care in accordance with the laws and regulations relevant to nursing and health care. Maintain a constructive working relationship with nursing and other stakeholders. Utilise human, material and physical resources efficiently and effectively. Provide comprehensive, antenatal, intrapartum and postnatal care including deliveries and management of obstetric emergencies. Perform physical assessments, diagnose and treat common health problems in line with scope of practice and PHC guidelines. Manage Maternal, Child and Women's Health programmes, EPI, Family Planning. Provide HIV, TB, STI and NCD management and ensure adherence to 95/95/95 targets. Triage patients, refer appropriately, and follow up on defaulters and untraceable clients. Maintain patient hygiene, nutrition, mobility and elimination needs. Measure, interpret and record vital signs accurately. Ensure infection prevention and control measures are implemented. Promote patient-centered care to reduce complaints, PSIs and waiting times. Participate in outreach services and community health education. Support NHI and PHC re-engineering initiatives in the rural community. Work with CHWs and other stakeholders to improve access in rural areas. Maintain accurate patient records, registers and data capturing. Ensure cost-effective use of equipment, stock and resources. Report losses/damages. Supervise and mentor Enrolled Nurses, Staff Nurses and CHWs. Implement and monitor priority programmes as per Ideal Clinic standards. Reduce risk of litigation by applying correct clinical protocols. Contribute to achieving Ideal Clinic Realization Status.

ENQUIRIES : Ms. ATS Sibiya Tel No: (034) 982 2111, Ext. 4692

APPLICATIONS	:	All applications should be forwarded to: Assistant Director: HRM, Private Bag X9371, Vryheid, 3100 or be hand delivered at Coswald Brown Street, Vryheid 3100, HR office No: 09 or email to VryheidHospital.HRJobApplication@kznhealth.gov.za
NOTE	:	This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. The contents of this circular minute must be brought to the notice of all eligible employees on the establishment of all institutions without delay. It must be ensured that all employees who meet the requirements of the post are made aware on this circular minute even if they are absent from their normal places of work. Directions To Candidates: The following documents must be submitted: Application for employment form (Form Z83), which is obtainable at any Government Department OR from the website (www.kznhealth.gov.za) issued by Minister of DPSA in line with regulation 10 of the Public Service Regulations 2016. Applicant must utilize the most recent Z83 form. The Z83 must be fully completed: Failure to do so will result in disqualification. A detailed Curriculum Vitae (CV) and please note that it is no longer a requirement to submit any qualification or supporting documents, only shortlisted candidate will be required to produce certified copies of documents on or before the day of the interview. The Reference Number and the position for which you are applying (as stated in the advert) must be clearly indicated in the columns provided on the Z83 form. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The appointments are subject to positive outcome obtained from the NIA to the following checks (Security clearance, credit records, qualifications, citizenship and previous experience verifications) It is the applicant's responsibility to have a foreign qualification which is the inherent requirement of the job evaluated by the South African Qualifications Authority (SAQA) and to provide proof when shortlisted. Failure to comply will result in the application not being considered. Applicants are respectfully informed that if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. People living with disabilities are encouraged to apply for the post. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. The department reserves the right not to fill the post. Failure to comply with the above instructions will disqualify your application. The post will be filled in terms of the Employment Equity Target. NB: Sending applications using courier service/email is encouraged as we have challenges with the post office.
CLOSING DATE	:	28 August 2026
POST 29/174	:	**PHARMACIST ASSISTANT POST BASIC REF NO: NMH/PHARS/2026 (X1 POST)**
SALARY	:	Grade 1: R275 340 – R310 422 per annum Grade 2: R318 666 – R337 083 per annum Grade 3: R343 761 – R390 396 per annum Other Benefits:13th Cheque/ Service Bonus Medical Aid (Optional) Homeowners Allowance: Employee must meet prescribed requirements.
CENTRE	:	Niemeyer Memorial Hospital
REQUIREMENTS	:	Grade 12 (Senior Certificate) or equivalent. Registration with the South African Pharmacy Council (SAPC) as a Pharmacist Assistant (Post Basic).Current registration with the South African Pharmacy Council (SAPC) **Grade1**: Experience: No experience **Grade 2**: Experience: A minimum of 5 years appropriate/recognisable as a Pharmacist Assistant (Post Basic) after registration with the South African Pharmacy Council (SAPC) as a Pharmacist Assistant (Post Basic) Experience: A minimum of 12 years appropriate /recognisable experience Pharmacist Assistant (Post Basic) after registration with the South African Pharmacy Council (SAPC) as a Pharmacist Assistant (Post Basic) Knowledge, Skills, Training And Competencies Required Knowledge of the Pharmacy Act and Good Pharmacy Practice. Knowledge of pharmaceutical legislation and policies. Understanding of medicine supply management. Knowledge of stock control. Good communication and interpersonal skills. Computer literacy. Ability to maintain confidentiality. Problem-solving and reporting-writing skills.

DUTIES : Assist in the provision of an efficient pharmaceutical service under the supervision of a pharmacist. Dispense medicine according to approved Standard Operating Procedures and within the scope of practice of a Pharmacist Assistant (Post Basic) Receive, store, issue and control pharmaceutical stock. Perform stock counts and assist with the inventory management. Pack and distribute medicine to wards, clinics and department. Maintain accurate pharmaceutical records and documentations. Ensure compliance with Good Pharmacy Practice and pharmaceutical legislation. Participate in quality improvement programmes and medicine management initiatives. Maintain cleanliness and organization of the pharmacy storage areas. Provide medicine information to healthcare professionals and patients within the scope of practice. Perform any other duties delegated by the Pharmacy Manager or supervising pharmacist.

ENQUIRIES : Mr. VB Dlamini Tel No: (034) 331 3011

APPLICATIONS : Please forward applications quoting reference number to: Human Resource Management, Niemeyer Memorial Hospital, Private Bag X1004, Utrecht, 2980 or email: Niemeyer.Intern@kznhealth.gov.za

NOTE : Directions to Candidates: The following documents must be submitted: Applications are not required to submit copies of qualification and other relevant document on application but must submit the Employment Form (Z83) and the detailed Curriculum Vitae. Certified copies of certificates and other relevant documents will only be requested from shortlisted candidate on or before the interviews. Therefore, only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview, following communication from HR. It will be expected candidate(s) to be available for interview process on a day, all shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The reference number must be indicated in the column provided on form Z83 e.g. Reference Number (NMH/THRT2026) Persons with disabilities should feel free to apply for the post Failure to comply with the above instructions will disqualify the applicants. The appointment is subject to positive outcome obtained from the State Security Agency (SAA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers. Please note that due to a large number of applications received, applications will not be acknowledged, however, only the short-listed applicants will be advised of the outcome. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note that no S&T payments will be considered for payment to candidates that are Invited for interview. (This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity at all levels of different Occupational Categories in the Department). Employment Equity Target for both posts African Male.

CLOSING DATE : 28 August 2026

POST 29/175 : **STAFF NURSE REF NO: NMH/SN/2026 (X1 POST)**

SALARY : Grade 1: R229 440 – R260 520 per annum
Grade 2: R272 778 – R310 890 per annum
Grade 3: R319 071 – R397 392 per annum
Other Benefits: 13th Cheque/ Service Bonus Medical Aid (Optional) Homeowners Allowance: Employee must meet prescribed requirements.

CENTRE : Niemeyer Memorial Hospital

REQUIREMENTS : **Grade 1**: Experience: None **Grade 2:** Experience: A minimum of 10 years appropriate/recognisable experience in nursing after registration as an Enrolled Nurse with the SANC. **Grad 3:** Experience: A minimum of 20 years appropriate/recognisable experience in nursing after registration as an Enrolled Nurse with the SANC. Matric Certificate or Grade 12 (Senior Certificate). 2 years Staff Nurse Certificate that allows registration with South African Nursing Council. Current registration with the South African Nursing Council (SANC 2026) as a Staff Nurse. Knowledge, Skills, Training and Competencies Required: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks such as: Nursing Act; Health Act; Occupational Health and Safety Act; Patients Right

Charter; Batho Pele principles; Public Service Regulations; Labour Relations Act; Disciplinary Code and Procedure. Grievance Procedure, etc. Basic communication skills Basic writing skills Ability to function part of a team Basic interpersonal skills. Elementary facilitation skills.

DUTIES : Provide safe, Compassionate and quality nursing care monitor patients' health status and report changes promptly assist with activities of daily living where required Administer medication within scope of practice Monitor side effects and document medication given accurately. Adhere to infection policies and standard precautions. Maintain a clean and safe environment for patients. Keep accurate, complete, and timely patient records. Document nursing interventions and patient responses. Communicate effectively with patients, families and the multidisciplinary health care team. Participate in handovers and team meetings. Identity and risks, incidents and adverse events. Follow safety protocols and contribute to qualify improvement initiatives. Maintain patient confidentiality and ethical standards. Demonstrate professionalism, Punctuality and Accountability. Attend training sessions and in-service training.

ENQUIRIES : Mrs G.N Nkosi Tel No: (034) 331 3011

APPLICATIONS : Please forward applications quoting reference number to: Human Resource Management, Niemeyer Memorial Hospital, Private Bag X1004, Utrecht, 2980 or email: Niemeyer.Intern@kznhealth.gov.za

NOTE : Directions to Candidates: The following documents must be submitted: Applications are not required to submit copies of qualification and other relevant document on application but must submit the Employment Form (Z83) and the detailed Curriculum Vitae. Certified copies of certificates and other relevant documents will only be requested from shortlisted candidate on or before the interviews. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. It will be expected candidate(s) to be available for interview process on a day, all shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The reference number must be indicated in the column provided on form Z83 e.g. Reference Number (NMH/THRT2026) Persons with disabilities should feel free to apply for the post Failure to comply with the above instructions will disqualify the applicants. The appointment is subject to positive outcome obtained from the State Security Agency (SAA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers. Please note that due to a large number of applications received, applications will not be acknowledged, however, only the short-listed applicants will be advised of the outcome. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note that no S&T payments will be considered for payment to candidates that are Invited for interview. (This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity at all levels of different Occupational Categories in the Department). Employment Equity Target for both posts African Male.

CLOSING DATE : 28 August 2026

POST 29/176 : **NURSING ASSISTANT REF NO: NMH/ENA/2026 (X1 POST)**

SALARY : Grade 1: R181 230 – R207 225 per annum
Grade 2: R211 401 – R239 922 per annum
Grade 3: R249 141 – R310 890 per annum
Other Benefits: 13th Cheque/ Service Bonus Medical Aid (Optional) Homeowners Allowance: Employee must meet prescribed requirements.

CENTRE : Niemeyer Memorial Hospital

REQUIREMENTS : **Grade 1**: Experience: None **Grade 2**: Experience: A minimum of 10 years appropriate/ recognisable experience in nursing after registration as Enrolled Assistant with SANC. **Grade 3:** Experience A minimum of 20 years appropriate/ recognisable experience in nursing after registration as Enrolled Nursing Assistant with SANC. Grade12 or equivalent qualification, plus 01 year Nursing Assistant certificate that allows registration with South African Nursing Council (SANC 2026). Current registration with the South African Nursing Council (SANC 2026) as a Nursing Assistant. Knowledge, Skills, Training and

Competencies Required: Nursing Act. Health Act Occupational Health and Safety Act. Patients' Rights Charter. Batho Pele principles. Public Service Regulations Labour Relations Acts. Disciplinary Code and Procedure Grievance Procedure, etc. Basic communication skills Basic writing skills. Ability to function part of a team. Basic interpersonal skills. Elementary facilitation skills.

DUTIES : Ensure maintenance of patient hygiene. Facilitate nutritional status of patients. Facilitate the mobility of patients. Facilitate the elimination process. Measure, interpret and record vital signs. Operate all relevant apparatus and equipment. Assist professional nurses with clinical procedures (i.e. administering intramuscular injections). Preparation of patients for diagnostic and surgical procedures. Order stock and equipment in a cost effective manner. Report loss or damage immediately. To maintain the code of conduct as required in the Public Service and by the Professional Body. Seek learning opportunities, i.e. in-service training, courses. Assist patients with bathing, dressing, feeding and toileting. Help patient with mobility, positioning, and transferring safely. Ensure patients are comfortable and maintain their dignity. Observe and record changes in patient's physical/ emotional condition to the supervisor. Measure and record vital signs. Follow infection prevention and control procedures. Practice proper hand hygiene and personal protective equipment. Maintain cleanliness of patient care areas and equipment (PPE) Ensure a safe environment by preventing falls and reporting hazards. Respond promptly to patient requests and emergencies. Record care provided accurately and promptly. Participate in shift handover and follow up instructions from supervisors. Maintain patient confidentiality. Demonstrate punctuality, reliability and professional behaviour. Report faulty equipment and ensure supplies are adequately.

ENQUIRIES : Mrs. G.N Nkosi Tel No: (034) 331 3011

APPLICATIONS : Please forward applications quoting reference number to: Human Resource Management, Niemeyer Memorial Hospital, Private Bag X1004, Utrecht, 2980 or email: Niemeyer.Intern@kznhealth.gov.za

NOTE : Directions to Candidates: The following documents must be submitted: Applications are not required to submit copies of qualification and other relevant document on application but must submit the Employment Form (Z83) and the detailed Curriculum Vitae. Certified copies of certificates and other relevant documents will only be requested from shortlisted candidate on or before the interviews. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. It will be expected candidate(s) to be available for interview process on a day, all shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The reference number must be indicated in the column provided on form Z83, e.g. Reference Number (NMH/THRT2026). Persons with disabilities should feel free to apply for the post. Failure to comply with the above instructions will disqualify the applicants. The appointment is subject to positive outcome obtained from the State Security Agency (SAA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers. Please note that due to a large number of applications received, applications will not be acknowledged, however, only the short-listed applicants will be advised of the outcome. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note that no S&T payments will be considered for payment to candidates that are Invited for interview. (This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity at all levels of different Occupational Categories in the Department). Employment Equity Target for both posts African Male.

CLOSING DATE : 28 August 2026

DEPARTMENT OF TRANSPORT

The Provincial Administration of KwaZulu-Natal is an equal opportunity affirmative action employer

APPLICATIONS : Applications/Address: Applicants are encouraged to apply for posts through the KZN online e-Recruitment system at www.kznonline.gov.za/kznjobs

Applicants may also visit any one of our Designated Online Application Centres (DOACs) where our friendly staff will assist you with applying for jobs on the KZN online e-Recruitment system or receiving your hardcopy application. You can find the list of Designated Online Application Centres (DOACS) at www.kznonline.gov.za/kznjobs. Please note that applicants should only use one of the following methods when applying for a post: either through the online e-Recruitment system or submit a hardcopy application as directed.
Forward your application, quoting the relevant reference number to: Recruitment & Selection Section, Human Resource Administration Directorate, Private Bag X9043, Pietermaritzburg, 3200. Applications may alternatively be hand-delivered to the Office of the Department of Transport, Inkosi Mhlabunzima Maphumulo House, 172 Burger Street, Pietermaritzburg.

FOR ATTENTION : Mr B Hornsby

CLOSING DATE : 28 August 2026 (at 16h00). Applications received after the closing date and time will not be considered.

NOTE : Applications must be submitted on the NEW Application for Employment Form, Z83 (obtainable on the internet at www.dpsa.gov.za-vacancies). The Z83 form must be completed in terms of DPSA circular 03 of 2025. The completed and signed Z83 must be accompanied by a detailed CV. Dates of starting and leaving employment must be given as DD/MM/YYYY. Kindly take note that only shortlisted candidates will be required to provide certified copies of required documents (Where a Senior Certificate is a requirement for the post, kindly note that a statement of results will not be accepted. Where a tertiary qualification is required, kindly note that certificates are required, however, if a certificate is only to be issued at a graduation in the future, the statement of results, together with a letter from the educational institution, indicating the date of the graduation, will be accepted) on or before the date of the interviews following communication from Human Resources. Failure to comply with these instructions will lead to applications being disqualified. hould an applicant wish to apply for more than one post, separate applications must be submitted for each post applied for. Non-RSA Citizens/Permanent Resident Permit holders must provide a copy of their Permanent Residence Permits if shortlisted for an interview. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such if shortlisted for an interview. Under no circumstances will faxed applications be accepted. Receipt of applications will not be acknowledged due to the volume of applications, and should you not receive an invitation to attend an interview within three (3) months of the closing date applicants should assume that their application was unsuccessful. Please note that where experience is a requirement for the post, the successful candidate will be required to submit documentary proof of such work experience prior to assuming duty. A personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification) will be conducted prior to employment. Prior to appointment being made to an SMS post, the appointee must have completed the pre-entry certificate and must be in possession of such prior to taking up the post. The Senior Management Pre-Entry Programme, which is a public service specific training programme applicable to all applicants who aspire to join the SMS, is to ensure that potential SMS members have a background on processes and procedures linked to the SMS. The duration of the online Pre-Entry Programme is 120 notional hours. Full details may be sourced by the following link: https://www.thensg.gov.za/training-course/sms-pre-entryprogramme/. All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency-based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department. The Department of Transport reserves the right not to fill the advertised post(s) at any stage of the recruitment process. Persons with Disabilities (PWDs) and other designated groups are encouraged to apply. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's

suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment.

OTHER POSTS

POST 29/177 : **CONTROL PROVINCIAL INSPECTOR**
Kindly note that this is a re-advertisement. Applicants who applied previously and who still wish to be considered are at liberty to re-apply.

SALARY : R932 292 per annum (Level 11), (all-inclusive remuneration package)
CENTRE : Road Traffic Inspectorate: Ladysmith Region Ref No: DOT 134/2026
REQUIREMENTS : A relevant tertiary qualification (3 year Diploma/Degree in a Traffic / Management / Law field – NQF 6 or higher); plus A Basic Traffic Officer's Diploma; plus Registered as a Traffic Officer; plus 3-5 years' management experience in a Traffic Law Enforcement field; plus 7-10 years' working experience in a Traffic Law Enforcement field; plus A valid driving licence (minimum code B); plus No criminal record. Knowledge, Skills and Competencies Required: Knowledge on how to manage the implementation of Public Transport and Traffic Law Enforcement policies and regulations. Knowledge of driver fitness inspections. Knowledge of vehicle fitness inspections. Knowledge on the completion of Law Enforcement documents. Knowledge of operator fitness inspections. Knowledge of investigations. Working knowledge of applicable legislations – Public transport and traffic environment. Records, resource and customer relationship management skills. Performance, finance and conflict management skills. Projects, time and self-management skills. Risk, change and public information management skills. Planning, organising and people management skills. Service delivery, communication and decision-making skills. Results and quality management skills. Problem solving, report writing and workplace relations skills. Conflict management, monitoring and evaluation and management skills. Results/quality management skills. Innovation/continuous improvement skills. Analytical, negotiation and innovative skills. Computer literacy.
DUTIES : Provide effective and efficient leadership: Co-ordinate stakeholder relations with other state departments and Law Enforcement Agencies (LEAs). Provide strategic guidance and leadership to law enforcement officials. Evaluate the activities of the Regional/District Operational plans to ensure strategic alignment with the Strategic plan, budget statements and national and provincial strategies: Co-ordinate the development of standardised operational plans. Monitor and evaluate operational performance of the region to ensure continuous alignment and development. Develop and maintain corrective action on identified problem areas. Research and capture national and international traffic law enforcement best practice. Promote a holistic integrated management approach in terms of support and other functions. Create and facilitate an enabling environment between provincial and local government in respect of traffic law enforcement and ensure alignment across these spheres. Co-ordinate the collection and analysis of regional law enforcement statistics, conduct research, formulate policy and develop new strategies and models to improve service delivery: Ensure that environmental analysis of each centre is updated on an annual basis and reviewed on a quarterly basis. Develop a monitoring mechanism to co-ordinate law enforcement operations and statistics. Develop provincial policies in terms of operations, public transport, legislation, equipment and prosecutions. Provide strategic leadership and mentoring to regional/district role-players regarding strategies, developments and trends. Manage and co-ordinate human resource processes in the region/district. Manage and co-ordinate the budget process and utilisation of facilities, vehicles and equipment of the region/district: Monitor the budget of the region to prevent over/under spending on a monthly basis. Monitor the procurement and utilisation of equipment of and services provided to the centre. Ensure appropriate use of all facilities.
ENQUIRIES : Mr VK Chetty Tel No: (033) 355 8880
NOTE : It is the intention of this Department to consider equity targets when filling this position. Kindly Note That The 24/7 Shift System Will Be Applicable.

POST 29/178 : **CHIEF PROVINCIAL INSPECTOR (X3 POSTS)**

SALARY : R605 742 per annum (Level 10)
CENTRE : **Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg:**

Traffic Compliance & Monitoring (RTI) Ref No: DOT 135/2026 (X2 Posts)
Traffic Training College:
Refresher Course Ref No: DOT 136/2026 (X1 Post)

REQUIREMENTS : A Senior Certificate / National Certificate (Vocational) NQF Level 4; plus A relevant tertiary qualification (3 year Diploma/Degree in a Traffic / Management / Law field – NQF 6); plus a Basic Traffic Officer's Diploma; plus Registered as a Traffic Officer; plus 3-5 years' supervisory experience in a Traffic Law Enforcement field; plus 7-10 years' working experience in Traffic Law Enforcement field; plus All valid relevant driving licences (A and EC); plus No criminal record. Knowledge, Skills and Competencies Required: Extensive knowledge of Traffic Management policies and regulations. Knowledge of relevant legislations and traffic management regulations. Knowledge of vehicle inspections/impoundment. Knowledge of driving skills. Records and resource management skills. Customer relationship management skills. Planning, organising, leadership, controlling and monitoring skills. People Management skills. Service delivery, communication and decision-making skills. Results and quality management skills. Problem solving skills. Innovation/continuous improvement skills. Analytical skills. Computer literacy. Negotiation and initiative skills. Project management, mentoring and coaching skills.

DUTIES : Manage the implementation of operational law enforcement plan: Complete and update environmental analysis to ensure that it is used as a base line for planning. Develop operational plan for station/centre based on provincial annual performance plan and ensure successful implementation. Plan and monitor the execution of projects relating to the implementation of the strategy/plan. Monthly monitoring of the annual performance plan targets. Communicate regularly with station/centre management and facilitate the development of and participation in a centre strategic/operational plan. Participate in integrated partnerships with local authorities. Ensure effective and efficient leadership: Co-ordinate stakeholder relations with other state departments and Law Enforcement Agencies (LEAs). Management of service delivery improvement: Manage administration systems. Implement administrative processes to ensure registers are inspected weekly. Ensure that statistics kept are correct, current and forwarded by due dates and monitored and made available at centres. Manage and ensure effective external community communication and liaise with local Community Police Forums. Ensure that Testing Centre Stations (TCS) are operating optimally. Ensure that prescribed Acts, Policies and Procedures of the Department are implemented and adhered to. Ensure that all the relevant records and registers thereof are filed properly and kept up to date at all times. Management of Human Resources: Manage grievances according to prescribed procedures. Facilitate at least one team building activity per quarter for the centre. Ensure that leave is utilized and managed according to the relevant policies and instructions. Develop and implement in-service training program and monitor formal training needs of the unit. Manage performance of staff. Financial Management: Monitor monthly expenditure and inspection reports from the Province and implement corrective action in problem areas. Regular budget control and management discussions as part of management meetings. Document overtime planning based on priorities. Participate in budget planning as required by the Province. Respond to requests from head office regarding outstanding financial queries within provided time limit. Ensure effective and efficient Asset Management: Monitor vehicle costs for station/centre vehicles (as per worksheet) and identify and monitor members involved in accidents and ensure that motor vehicle fleet is managed properly and that vehicles are in good running order. Ensure effective loss control measures are in place to address loss of firearms and other related equipment i.e. the relevant equipment that gets lost and put measures in place to deal with it. Manage assets as per inventories of station/centre.

ENQUIRIES : Mr VK Chetty Tel No: (033) 355 8880

NOTE : It is the intention of this Department to consider equity targets when filling these positions. Kindly note that the 24/7 Shift System will be applicable.

POST 29/179 : **CONTROL GISC TECHNICIAN GRADE A: ROAD DECLARATION & MAPPING REF NO: DOT 137/2026**

SALARY : R573 552 per annum, (level OSD)

CENTRE : Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg

REQUIREMENTS : A National Diploma in GISc Cartography or relevant qualification (NQF level 6), plus 6 (Six) years post qualification technical experience; plus Compulsory Registration with Engineering Council of South African Geomatics Council (SAGC) as a Professional GISc Technician; plus A valid driver's licence (minimum code B). Knowledge, Skills and Competencies Required: Knowledge of project management. Technical design and analysis knowledge. Knowledge of research and development. Knowledge of computer-aided engineering applications. Knowledge of legal GIconsulting. Problem solving and analysis skills. Decision making skills. Teamwork skills. Creativity skills. Financial management skills. Customer focus and responsiveness skills. Communication skills. Computer skills. People management skills. Planning and organizing skills. Change management skills. The ideal candidate should be innovative, independent, timeframe driven, meticulous, proactive and maintain confidentiality. He/she should also be honest, have integrity, be reliable, patient, show commitment and professionalism, perseverance and be punctual.

DUTIES : Manage technical services. Manage administrative and related functions. Research and development.

ENQUIRIES : Mr N Zondo Tel No: (033) 355 0543

NOTE : It is the intention of this Department to consider equity targets when filling this position.

POST 29/180 : **CHIEF ARTISAN GRADE A (MECHANICAL) (X3 POSTS)**

SALARY : R499 470 per annum, (OSD)

CENTRE : **Ladysmith Region (X1 Post):**
Mechanical, Ladysmith Ref No: DOT 140/2026
Durban Region (X1 Post):
Mechanical, Metro Ref No: DOT 141/2026
Empangeni Region (X1 Post):
Mechanical, Vryheid Ref No: DOT 142/2026

REQUIREMENTS : An appropriate Trade Test Certificate in Earth Moving Equipment Mechanic / Construction Plant Mechanic / Diesel Mechanic / Tractor Mechanic; plus Ten (10) years post qualification experience as an Artisan / Artisan Foreman; plus A valid driver's licence (minimum Code C1). Knowledge, Skills and Competencies Required: Project management knowledge. Technical design and analysis knowledge. Knowledge of computer-aided technical applications. Knowledge of legal compliance. Knowledge of technical report writing. Knowledge of technical consulting. Production, process knowledge and skills. Decision making and team work skills. Creativity and change-management skills. Financial management skills. Customer focus and responsiveness skills. Communication skills. Planning and organizing skills. Computer literacy. Problem solving and analysis skills.

DUTIES : Manage technical services: Manage technical services and support in conjunction with Technicians / Artisans and associates in field, workshop and technical office activities. Ensure the promotion of safety in line with statutory and regulatory requirements. Provide inputs into existing technical manuals, standard drawings and procedures to incorporate new technology. Ensure quality assurance in line with specifications. Manage administrative and related functions: Provide inputs into the budgeting process. Compile and submit reports as required. Provide and consolidate inputs to the technical operational plan. Update databases. Manage artisans and related personnel and assets. Financial Management: 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. People management: Manage the development, motivation and utilisation of human resources for the discipline to ensure competent knowledge base for the continued success of technical services according to organizational needs and requirements. Manage subordinates' key performance areas by setting and monitoring performance standards and taking actions to correct deviations to achieve departmental objectives. Maintain and advance expertise: 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 / engineering-related matters.

ENQUIRIES : Mr J Thabethe (Ladysmith) Tel No: (034) 299 8600
Mr SS Shabalala (Durban) Tel No: (031) 700 2222

Ms S Hlela (Empangeni) Tel No: (035) 787 1442

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/181 : **ASSISTANT DIRECTOR: DATABASE MANAGEMENT REF NO: DOT 143/2026**

(Transformation Interventions)

Kindly note that this is a re-advertisement. Applicants who applied previously and who still wish to be considered are at liberty to re-apply.

(Empowerment Programmes Directorate) ()

SALARY : R487 197 per annum (Level 09)

CENTRE : Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg

REQUIREMENTS : An undergraduate qualification in Public Management or Commerce (NQF Level 6 or higher); plus A minimum of 3 years supervisory experience in a BBBEE/ transformation environment; plus A valid drivers' licence (minimum code B). Knowledge, Skills and Competencies Required: Knowledge of Admin procedures and control. Understanding of Public Service and Departmental legislation, procedures and standards. Knowledge of transformation policies. Understanding of organisational objectives and values. Knowledge of departmental budget and expenditure processes. Leadership skills. Motivation skills. Decision-making skills. Ability to interpret and apply legislation/policy/standards. Ability to assess quality of services delivered. Computer literacy skills. Interpersonal skills. Written and verbal communication skills. Facilitation skills. Training skills. Report Writing Skills. Policy Development Skills. Monitoring and Evaluation Skills. The ideal candidate should be dedicated, loyal, committed, adhere to the Code of Conduct i.e. ethics, morals, commitment to Departmental objectives and programs and adherence to Departmental policies, procedures and standards. He/ she should also be able to work with accuracy and quality, be people orientated, a team player, reliable, honest, punctual and self-motivated.

DUTIES : Develop and manage the Empowerment programmes including Departmental areas of participation, skills development programmes, and other integrated empowerment information. Conduct analysis of statistical information with a view to identifying new development programs in line with value chain principles. Ensure compliances in terms of BEE Transformation interventions across the Department. Report monthly on the status of the BBBEE performance. Provide advice, guidance and input to transformation policy development. Manage and supervise staff within the component.

ENQUIRIES : Mr N Sithole Tel No: (033) 355 8788

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/182 : **ASSISTANT DIRECTOR: EXPENDITURE, REVENUE AND DEBT CONTROL REF NO: DOT 144/2026**

SALARY : R487 197 per annum (Level 09)

CENTRE : Motor Transport Services, Pietermaritzburg

REQUIREMENTS : An undergraduate qualification in Accounting/ Financial Management (NQF Level 6) as recognised by SAQA; plus A minimum of 3 years' supervisory experience in a revenue, expenditure and e-NaTIS environment; plus A valid driver's licence (minimum Code B). Knowledge, Skills and Competencies Required. Knowledge of Public Finance Management Act (Act 1 of 1999). Knowledge of National Road Traffic Act (Act 93 of 1996). Knowledge of Provincial Road Traffic Act (Act 7 of 1997). Knowledge of Labour Relations Act, Employment Equity Act, Basic conditions of employment Act. Knowledge of Skills development Act. Knowledge of Delegations of Authority pertaining to the Department of Transport. Knowledge of Financial Audit procedure. Knowledge of Human Resource Management Principles. Knowledge of National Traffic Information System (e-NaTIS). Basic knowledge of accounting system (BAS). Knowledge of PERSAL. Computer literacy. Good Verbal and written Communication skills. Good interpersonal relations skills. Problem solving skills. Policy development and analysis skills. Management and supervisory skills. Planning and co-ordinating skills. Leadership and Team Development skills. Accounting and arithmetic skills. Decision Making skills. Negotiation Team Development skills. Report writing skills. Innovative thinking skills. The ideal candidate must be reliable, honest, innovative, decisive, culturally

sensitive, have integrity, maintain confidentiality, ensure fairness, have respect, and be trustworthy. He/She must have the ability to Interpret and apply legislation and policies and have the ability to use training aids.

DUTIES : Facilitate the provision of budgetary and expenditure control services. Ensure the effective provision of revenue control services. Co-ordinate effective debt control management services. Provide advice and guidance and input to policy. Manage resources of the Division.

ENQUIRIES : Mr B Ngubane Tel No: (033) 395 1800

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/183 : **ROAD WORK SUPERINTENDENT REF NO: DOT 145/2026**
Technology Transfer Centre Directorate, Maintenance Training

SALARY : R413 001 per annum (Level 08)

CENTRE : Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg

REQUIREMENTS : A Senior Certificate / National Certificate (Vocational) NQF Level 4; plus An undergraduate qualification (NQF Level 6 or higher) in Civil Engineering or Construction Management; plus A minimum of six (6) years' experience in a road maintenance/construction environment; plus A valid driver's licence (minimum code B). Knowledge, Skills and Competencies Required: Job Knowledge. Communication skills. Interpersonal relation skills. Flexibility skills. Team-work skills. Accuracy. Aptitude of figures. Computer Literacy. Planning and organisation skills. Good verbal and written communication skills.

DUTIES : Monitor the maintenance and repair of road surfaces on all surfaced roads such as resurfacing interval, culvert/bridge replacement, line painting, replacement of sign, grade and resurfaced gravel on loose top roads. Develop maintenance schedules for assets (roads, plant, equipment, etc). Plan and prepare a weekly/monthly site programme. Manage contracted services, project management and final inspection for capital projects. Provide technical advice on claims against the Department. Monitor and check the quality of work done by contractors/maintenance teams. Manage staff.

ENQUIRIES : Ms S Mngomezulu Tel No: (033) 355 8609

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/184 : **PRINCIPAL PROVINCIAL INSPECTOR (X4 POSTS)**

SALARY : R413 001 per annum (Level 08)

CENTRE : **Durban Region (X3 Posts):**
Road Traffic Inspectorate, Port Shepstone Ref No: DOT 158/2026 (X1 Post)
Road Traffic Inspectorate, Pinetown Ref No: DOT 159/2026 (X1 Post)
Road Traffic Inspectorate, Park Rynie Ref No: DOT 160/2026 (X1 Post)
Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg (X1 Post):
Public Transport Enforcement Unit Ref No: DOT 161/2026 (X1 Post)

REQUIREMENTS : A Senior Certificate; plus Traffic Officer's Diploma; plus Registered as a Traffic Officer; plus A minimum of 6 - 10 years Traffic Law Enforcement experience; plus All valid relevant driving licences (A and EC); plus Applicants must possess no criminal record. Knowledge, Skills and Competencies Required: Extensive experience in road traffic and Public Transport policies and regulations. Law enforcement knowledge on traffic and Public Transport, vehicle inspections, vehicle impoundment and completion of law Enforcement Documents. Records, resource and customer relationship management skills. Planning and organising skills. Leading, controlling and monitoring skills. People management skills. Service delivery, communication and decision-making skills. Results and quality management skills. Problem solving, writing & reporting and Labour Relations skills. Driving, investigation and motivational skills. Innovation/continuous improvement skills. Analytical skills. Computer literacy. Operations/projects management skills.

DUTIES : Manage and enforce Road Traffic, Public Passenger, Transport Legislation and other relevant legislations. Manage joint law enforcement activities and projects (co-operative governance). Manage resources and provide leadership and direction to all subordinates. Identify and manage risks. Manage the performance of all administrative activities and related duties.

ENQUIRIES : Mr VK Chetty Tel No: (033) 355 8880
Mr S Sithole (PTEU) Tel No: (033) 355 8826

NOTE : It is the intention of this Department to consider equity targets when filling these positions. Kindly note that the 24/7 Shift System will be applicable.

POST 29/185 : **ENGINEERING TECHNICIAN PRODUCTION GRADE A-C (X22 POSTS)**

SALARY : Grade A: R407 337 per annum, (OSD)
Grade B: R460 086 per annum, (OSD)
Grade C: R518 769 per annum, (OSD)
(Salary will be determined according to post registration experience as per OSD prescripts)

CENTRE : **Pietermaritzburg Region (X13 Posts):**
Road Control & Project Documentation (Pmburg): Cost Centre, Pietermaritzburg Ref No: DOT 146/2026 (X1 Post)
KZ222/223/224 & 225 Project Implementation (In-house) - Vulindlela: Cost Centre, Pietermaritzburg Ref No: DOT 147/2026 (X8 Posts)
KZ5A1/5A2 Project Implementation (External) Underberg: Cost Centre, Ixopo Ref No: DOT 148/2026 (X3 Posts)
Materials Testing (Pietermaritzburg) Ref No: DOT 149/2026 (X1 Post)
Ladysmith Region (X8 Posts):
Project information (Ladysmith): Regional Office, Ladysmith Ref No: DOT 150/2026 (X1 Post)
Road / Pavement & Traffic Engineering (Ladysmith): Regional Office, Ladysmith (Ref No: DOT 151/2026 (X3 Posts)
Material Testing (Estcourt): Cost Centre, Estcourt Ref No: DOT 152/2026 (X1 Post)
KZ234/236 Project Implementation (External): Cost Centre, Estcourt Ref No: DOT 153/2026 (X1 Post)
Ground Survey (Estcourt): Cost Centre, Estcourt Ref No: DOT 154/2026 (X1 Post)
Material Testing (Dundee): Cost Centre, Dundee Ref No: DOT 155/2026 (X1 Post)
Empangeni Region (X1 Post):
Ground Survey Empangeni Ref No: DOT 156/2026 (X1 Post)

REQUIREMENTS : An appropriate recognised Bachelor's Degree / National Diploma in Civil Engineering; plus A minimum of 3 (three) years post qualification technical experience in a roads environment (Experience: **Grade A** is 0 to12 years post registration and **Grade B** is 14 years to 24 years post registration and **Grade C** is 26 years and over); plus Compulsory registration with Engineering Council of South Africa as a "Professional Engineering Technician"; plus A valid driver's licence (minimum code B). Knowledge, Skills and Competencies Required: Knowledge of Project Management. Knowledge of Technical design and analysis. Knowledge of Research and Development. Knowledge of computer-aided engineering applications. Knowledge of legal compliance. Knowledge of Technical report writing. Knowledge of Technical consulting. Problem solving and analysis skills. Decision making skills. Team work skills. Creativity skills. Customer focus and responsiveness skills. Communication skills. Computer skills. People management skills. Planning and organizing skills. Change management skills. The ideal candidate should be innovative, receptive to suggestions and ideas, accurate, honest, have integrity and be open and transparent. She/He must also be reliable, co-operative, courteous, professional, have a positive attitude and be able to work in a team.

DUTIES : Render technical services. Perform administrative and related functions. Research and Development. Supervise and control technical and related personnel and assets.

ENQUIRIES : Ms SM Ngcobo Tel No: (033) 355 8023

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/186 : **SURVEY TECHNICIAN PRODUCTION GRADE A-C REF NO: DOT 157/2026**
Ground Survey, Eshowe
Kindly note that this is a re-advertisement. Applicants who applied previously and who still wish to be considered are at liberty to re-apply.

SALARY : Grade A: R407 337 per annum, (OSD)
Grade B: R460 086 per annum, (OSD)
Grade C: R518 769 per annum, (OSD)

(Salary will be determined according to post registration experience as per OSD prescripts)

CENTRE : Empangeni Region

REQUIREMENTS : A National Diploma in Survey or Cartography or relevant qualification; plus A minimum of 3 (three) years post qualification technical experience. (Experience: **Grade A** is 0 to 12 years post registration and **Grade B** is 14 years to 24 years post registration and **Grade C** is 26 years and over); plus Compulsory registration with PLATO / SAGC as a Survey Technician; plus A valid driver's licence (minimum code B). Knowledge, Skills and Competencies Required: Knowledge of programme and project management. Knowledge of Survey design and analysis. Knowledge of research and development. Knowledge of computer aided survey applications. Knowledge of legal compliance. Knowledge of Technical report writing. Analytical skills. Decision making skills. Teamwork skills. Analytical skills. Creativity skills. Self-management skills. Financial Management skills. Customer focus and responsive skills. Communication skills (verbal, written and networking). Computer Literacy. Planning and organizing skills. Conflict management. Problem solving skills. People management skills. Innovation skills.

DUTIES : Provide technical survey services and support. Perform administrative and related functions. Research and development.

ENQUIRIES : Ms T Nkosi Tel No: (036) 638 4400

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/187 : **CANDIDATE ENGINEERING TECHNICIAN (CIVIL) REF NO: DOT 138/2026 (X25 POSTS)**
(4-year fixed contract)
Technology Transfer Centre

SALARY : R352 299 per annum, (OSD), plus 37% in lieu of benefits

CENTRE : Inkosi Mhlabunzima Maphumulo House

REQUIREMENTS : A Senior Certificate/ National Certificate (Vocational) NQF level 4; plus An appropriate recognised National Diploma in Civil Engineering or relevant qualification: plus Compulsory registration with Engineering Council of South Africa as a "Candidate Engineering Technician"; plus A valid driver's licence (minimum code B). Knowledge, Skills and Competencies Required: Knowledge of Project Management. Knowledge of Technical design and analysis. Knowledge of Research and Development. Knowledge of computer-aided engineering applications. Knowledge of legal compliance. Knowledge of Technical report writing. Problem solving and analysis skills. Decision making skills. Team work skills. Creativity skills. Self-management skills. Customer focus and responsiveness skills. Communication skills. Computer skills. People management skills. Planning and organizing skills. Change management skills.

DUTIES : Render technical services under supervision. Perform administrative and related functions. Research and Development.

ENQUIRIES : Ms SN Mngomezulu Tel No: (033) 355 8609

NOTE : It is the intention of this Department to consider equity targets when filling these positions. The successful candidates will be deployed in any office/ district across the province of KwaZulu Natal

POST 29/188 : **CANDIDATE SURVEY TECHNICIAN (LAND SURVEYING) REF NO: DOT 139/2026 (X12 POSTS)**
Technology Transfer Centre
4-year fixed contract

SALARY : R352 299 per annum, (OSD), plus 37% in lieu of benefits

CENTRE : Inkosi Mhlabunzima Maphumulo House:

REQUIREMENTS : A Senior Certificate/ National Certificate (Vocational) NQF level 4; plus An appropriate recognised National Diploma in Survey or Cartography or relevant qualification. Compulsory registration with PLATO / SAGC as a "Candidate Survey Technician"; plus A valid driver's licence (minimum code B). Knowledge, Skills and Competencies Required: Knowledge of programme and project management. Knowledge of Survey design and analysis. Knowledge of research and development. Knowledge of computer aided survey applications. Knowledge of legal compliance. Knowledge of Technical report writing. Analytical skills. Decision making skills. Teamwork skills. Analytical

skills. Creativity skills. Self-management skills. Financial Management skills. Customer focus and responsive skills. Communication skills (verbal, written and networking). Computer Literacy. Planning and organizing skills. Conflict management. Problem solving skills. People management skills. Innovation skills.

DUTIES : Render technical services under supervision. Perform administrative and related functions. Research and Development.

ENQUIRIES : Ms SN Mngomezulu Tel No: (033) 355 8609

NOTE : It is the intention of this Department to consider equity targets when filling these positions. The successful candidates will be deployed in any office/ district across the province of KwaZulu Natal

POST 29/189 : **SENIOR PROVINCIAL INSPECTOR (X8 POSTS)**

SALARY : R338 106 per annum (Level 07)

CENTRE : **Durban Region (X6 Posts):**
Road Traffic Inspectorate, Umdloti Ref No: DOT 162/2026 (X3 Posts)
Road Traffic Inspectorate, Pinetown Ref No: DOT 163/2026 (X2 Posts)
Road Traffic Inspectorate, Park Rynie Ref No: DOT 164/2026 (X1 Post)
Ladysmith Region (X2 Posts):
Road Traffic Inspectorate, Nqutu Ref No. DOT 165/2026 (X2 Posts)

REQUIREMENTS : A Senior Certificate; plus Basic Traffic Officer's Diploma; plus Registered as a Traffic Officer; plus A minimum of 3 - 5 years practical experience as a Provincial Inspector; plus A valid driving licence (minimum code B); plus Applicants must possess no criminal record. Knowledge, Skills and Competencies Required: Knowledge and understanding of road traffic and Public Transport legislation, policies and regulations. Knowledge of vehicle inspections, vehicle impoundment and completion of Law Enforcement documents. Knowledge of Firearm and Ammunition Act 60/2000, code of conduct, dangerous goods and Departmental policies. Knowledge of guidelines from Director of Public Prosecutions, departmental guidelines on overload control and escort duties Transport Handbook (TRH) 11. Knowledge of operational guidelines on law enforcement equipment. Records, resource and customer relationship management skills. Literacy skills (written and verbal communication skills in at least two of the provincial languages). Conflict resolution and driving skills. Negotiation, interpretation and legal evidential skills. Observation skills (moving violations/defects). Ability to work under pressure. Mentoring and coaching skills.

DUTIES : Management and supervision of subordinates (people management). Enforce Road Traffic, Public Passenger, Transport and other relevant legislation. Examine Driver's Licences and Motor Vehicles and monitor compliance at Driver Licence Testing Centres (DLTC) and Vehicle Testing Stations (VTS). Provide visible Traffic Control/Policing and promote/ensure crime prevention activities. Perform all administrative activities and related duties. Assess road conditions. Mentor and coach Provincial Inspectors (PIs) on probation and appointed PIs.

ENQUIRIES : Mr VK Chetty Tel No: (033) 355 8880

NOTE : It is the intention of this Department to consider equity targets when filling these positions. Kindly note that the 24/7 Shift System will be applicable.

POST 29/190 : **ADMINISTRATIVE OFFICER: FINANCIAL SYSTEMS & REVENUE CONTROL: DEBTS MANAGEMENT REF NO: DOT 169/2026**
Financial Accounting Directorate

SALARY : R338 106 per annum (Level 07)

CENTRE : Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg

REQUIREMENTS : A Senior Certificate / National Certificate (Vocational) NQF Level 4); plus, A minimum of 3 years 'appropriate experience in Debt Management; plus, A valid driver's licence (Code B or higher). Knowledge, Skills and Competencies Required: Understanding of legislation, policies, instructions, delegations, regulations and procedures. Understanding the departmental vision, objectives, structures, functions, communication channels and reporting procedures. Knowledge of SCOA. Knowledge of systems: PERSAL and BAS systems. Knowledge of internal and external codes of conduct. Knowledge of Labour Relations/ Grievance Procedures. Knowledge of financial processes and procedures. Knowledge of PFMA, Treasury Regulations, Practice notes, Income Tax Act, Policies and Procedures. Ability to interpret and apply

legislation and policy. Analytical and innovative thinking skills. Communication skills (Written and verbal). Computer literacy (Microsoft Excel and Word). Interpersonal relations skills. Organizing and planning skills. Accountancy skills. The ideal candidate should be reliable, honest, innovative, decisive, culturally sensitive, should have integrity and maintain confidentiality.

DUTIES : Provide management of debts owing to the department. Maintain effective and efficient records of debt owing to the department. Manage and control all debt suspense accounts. Facilitate the submission of irrecoverable debts cases to the Chief Financial Officer for approval of write-off. Management of human resources and development of staff.

ENQUIRIES : Mrs N Zwane / Mrs Z Mzobe Tel No: (033) 355 8801 / 8741

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/191 : **ADMINISTRATIVE CLERK (SUPERVISOR): ROAD TRAFFIC LAW AND ADMINISTRATION REF NO: DOT 170/2026 (X3 POSTS)**
Road Traffic Inspectorate Directorate

SALARY : R338 106 per annum (Level 07)

CENTRE : Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg

REQUIREMENTS : A Senior Certificate / National Certificate (Vocational) NQF level 4, A minimum of 3 years' experience in an administration environment; plus A valid driver's licence (minimum Code B). Knowledge, Skills and Competencies Required: Knowledge of clerical duties, practices as well as the ability to capture data, operate computer and collect statistics. Knowledge and understanding of the legislative framework governing the Public Service. Knowledge of working procedures in terms of the working environment. Computer skills. Planning and organisation skills. Language skills. Good verbal and written communication skills. Interpersonal relations skills. Flexibility skills. Teamwork. The ideal candidate should be honest, reliable, innovative/ creative and be able to work under pressure and to work individually and as part of a team and be able to be confidential. He/she should have good interpersonal relations, be trustworthy, loyal, have a friendly disposition and be efficient and responsible.

DUTIES : Supervise and render general clerical support service. Supervise and provide supply chain clerical support services within the component. Supervise and provide personnel administration clerical support services within the component. Supervise and provide financial administration support services in the component. Supervise human resources/staff.

ENQUIRIES : Mr V Chetty Tel No: (033) 355 8880

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/192 : **SUPPLY CHAIN CLERK (SUPERVISOR): SUPPLY CHAIN MANAGEMENT AND PROCUREMENT SUPPORT REF NO: DOT 171/2026**
Road Traffic Inspectorate Directorate
Kindly note that this is a re-advertisement. Applicants who applied previously and who still wish to be considered are at liberty to re-apply.

SALARY : R338 106 per annum (Level 07)

CENTRE : Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg

REQUIREMENTS : A Senior Certificate / National Certificate (Vocational) NQF Level 4; plus A minimum of 3 years' experience in a Logistics/Stores environment. Knowledge, Skills and Competencies Required: Knowledge of the Public Service Act / Regulations, Skills Development policies and strategies. Knowledge of Departmental / Provincial policies. Understanding HRM practices in Public Service. Knowledge of Public Service reporting procedures and work environment. Knowledge of the Labour Relations Act. Understanding of research and policy development processes. Knowledge of research and gathering of information. Knowledge on interpretation of legislation, policies and statistics. Understanding of all prescripts, practices and procedures. Knowledge of all Public Service and related legislation. Knowledge of PFMA 1999, SCM policies and guidelines. Knowledge of Treasury Regulations, Government budget processes and Generally Accepted Accounting Practice. Research, policy formulation and supervisory skills. Problem solving skills. Strategic planning and co-ordination skills. Computer literacy (MS Word, MS Excel, MS PowerPoint, MS Outlook, MS Teams, Internet & Email). Team building skills. Excellent communication skills (verbal, written and networking).

Motivation / leadership skills. Negotiation skills. Analytical, creative and innovative thinking skills. The ideal candidate should have honesty, confidentiality, integrity and objectivity. He/she should also be innovative, loyal, responsible, reliable, punctual and accountable.

DUTIES : Supervise and render general clerical support services. Supervise and provide supply chain clerical support services within the component. Supervise and provide personnel administration clerical support services within the component. Supervise and provide assets and inventory management for RTI equipment and consumables. Supervise human resources / staff.

ENQUIRIES : Mr V Chetty Tel No: (033) 355 8880

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/193 : **SUPPLY CHAIN CLERK (SUPERVISOR): EXPENDITURE CONTROL AND PROCUREMENT REF NO: DOT 172/2026**

Kindly note that this is a re-advertisement. Applicants who applied previously and who still wish to be considered are at liberty to re-apply.

SALARY : R338 106 per annum (Level 07)

CENTRE : Regional Office, Empangeni

REQUIREMENTS : A Senior Certificate / National Certificate (Vocational) NQF Level 4; plus, A minimum of 3-5 years' experience, plus A valid drivers licence (minimum code B). Knowledge, Skills and Competencies Required: Job Knowledge. Knowledge of Supply Chain Practices and legislative frameworks governing the Public Service. Knowledge of Treasury Regulations. Knowledge of Public Finance Management Act. Knowledge of Broad-Based Black Economic Empowerment. Good interpersonal relations. Computer skills. Planning and organisation skills. Language skills. Good verbal and written communication skills. The ideal candidate should be innovative, flexible, independent, timeframe driven, meticulous, believe in confidentiality, be proactive, honest, reliable, patient, committed, professional, have perseverance, have integrity and be punctual. He/she should also be teamwork orientated.

DUTIES : Supervise and render asset management clerical services. Supervise and render demand and acquisition clerical services. Supervise and undertake logistical support services. Supervise Human Resource/staff.

ENQUIRIES : Mr S Stimela Tel No: (035) 787 1442

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/194 : **ADMINISTRATIVE CLERK (SUPERVISOR): POLICY: PUBLIC TRANSPORTATION REF NO: DOT 173/2026**

Public Transportation Directorate

SALARY : R338 106 per annum (Level 07)

CENTRE : Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg

REQUIREMENTS : A Senior Certificate / National Certificate (Vocational) NQF level 4, A minimum of 3 years' experience in an administration environment; plus A valid driver's licence (minimum Code B). Knowledge, Skills and Competencies Required: Knowledge of clerical duties, practices as well as the ability to capture data, operate computer and collect statistics. Knowledge of PERSAL and BAS systems. Knowledge of Batho Pele principles. Knowledge of registry duties, practices as well as the ability to capture data, and operate a computer. Knowledge and understanding of the legislative framework governing the Public Service. Knowledge of working procedures in terms of the working environment. Computer literacy. Office management skills. Planning and organisation skills. Language skills. Good verbal and written communication skills. Interpersonal relations skills. Flexibility skills. Teamwork. The ideal candidate should be honest, reliable, innovative/ creative and be able to work under pressure and to work individually and as part of a team and be able to be confidential. He/she should have good interpersonal relations, be trustworthy, loyal, have a friendly disposition and be efficient and responsible.

DUTIES : Supervise and render general clerical support service. Supervise and provide policy implementation support and communication link for the component. Supervise and provide personnel administration support services within the component. Provide financial administration support services in the component. Supervise human resources/staff.

ENQUIRIES : Mr S.E Mdlalose Tel No: (033) 355 8894

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/195 : **ADMINISTRATIVE OFFICER: PROVINCIAL TRANSPORT MANAGEMENT REF NO: DOT 174/2026**

SALARY : R338 106 per annum (Level 07)
CENTRE : Motor Transport Services, Pietermaritzburg
REQUIREMENTS : A Senior Certificate/National Certificate (Vocational) NQF Level 4; plus a minimum of 3 years fleet administrative experience; plus a valid driver's licence (minimum code B). Knowledge, Skills and Competencies Required: In depth knowledge of Fleet Management principles. Knowledge of procurement legislation. In depth knowledge of contract management. Above average knowledge of PFMA. General knowledge of labour legislation and agreements. General knowledge of human resource prescripts within the Public Service. In depth knowledge of Service providers databases. Ability to be analytical. Ability to apply Policy & Legislation. Ability to work accurately. Above average written and verbal communication skills. Computer literacy. Ability to compile meaningful reports and minutes. The ideal candidate should have an analytical and innovative approach to tasks, ability to work in teams and individually, assertiveness and self-confidence in dealing with peers, seniors and the public, must have conscientiousness to timeframes (deadlines), be decisive under pressure, have impeccable integrity and be committed to service delivery. He/she should also be accountable, have perseverance and have the ability to adapt to changed circumstances.
DUTIES : Identify possible generic risks to the Administration and officials in respect of finance, maintenance and insurance of subsidized vehicles. Preparation of complex correspondence and presentations in respect of fleet management. Co-ordinate the activities involved in the monitoring of non-compliance with policy (vehicle abuse) within the Provincial Fleet in conjunction with RTI. Co-ordinate meetings/workshops between MTS, User Departments and Service Providers.
ENQUIRIES : Ms N Manana Tel No: (033) 395 1840
NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/196 : **ADMINISTRATIVE OFFICER: AGENCY SUPPORT SERVICES REF NO: DOT 175/2026**

SALARY : R338 106 per annum (Level 07)
CENTRE : Motor Transport Services, Pietermaritzburg
REQUIREMENTS : A Senior Certificate/ National Certificate (Vocational) NQF level 4; plus a minimum of 3 years experience in an administrative environment. Knowledge of the National Road Traffic Act (Act No 93 of 1996) and its relevant regulations and all amended regulations. Knowledge of NATIS. Knowledge and the ability to apply the new Public Services Regulations Labour Relations Act. Knowledge on Employment Act, Employment Equity Act, Development Act, Public Service Act and Financial Management Act. Knowledge of Public Service reporting procedures. Knowledge of relevant policies and procedures. Computer skills. Problem solving skills. Decision making skills. Planning and organizing skills. Teamwork skills. Interpersonal skills. Leadership skills. Motivation skills. Written and verbal communication skills. The ideal candidate must be accurate, produce quality, be people orientated, be a team player, be reliable, honest, deliver punctuality and be self-motivated. He/she must have the ability to interpret and policy and have the ability to assess quality of services delivered.
DUTIES : Provide training to NaTIS users throughout KwaZulu-Natal to ensure the integrity, accuracy and effective utilisation of the NaTIS. Provide administration, control, reconciliation of motor vehicle registration and licensing forms and face-value documents. Provide effective dissemination and implementation of road traffic legislation, policies, procedures and NaTIS updates. Provide relief support and perform auxiliary services. Supervise human resources/ staff.
ENQUIRIES : Mr SM Mdlalose Tel No: (033) 395 1985
NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/197 : **ADMINISTRATIVE OFFICER: REVENUE EXPENDITURE CONTROL AND PROCUREMENT REF NO: DOT 232/2026**
PRE-Regulation and Support Directorate

SALARY : R338 106 per annum (Level 07)
CENTRE : Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg
REQUIREMENTS : A Senior Certificate/ National Certificate (Vocational) NQF level 4; plus A minimum of 3 years' experience in a Finance environment. Knowledge, Skills and Competencies Required: Basic knowledge of financial functions, practices as well as the ability to capture data, operate a computer and collate financial statistics. Basic knowledge and insight of the public service financial legislations, procedures and Treasury regulations (PFMA, DORA, PSA, PSR, PPPFA, Financial Manual). Basic Knowledge of financial operating systems (PERSAL, BAS, LOGIS etc). Knowledge of legislative framework. Basic Knowledge of Work Procedures. Job knowledge. Good verbal and written communication skills. Interpersonal relations skills. Flexibility skills. Teamwork. Computer Literacy. Planning and organisation skills. Language skills. The ideal candidate must be innovative, independent, time frame driven, meticulous, have the ability to maintain confidentiality and be proactive. He/she must be honest, have integrity, be reliable, patient, committed, professional, have perseverance and be punctal.
DUTIES : Render financial accounting transactions. Facilitate procurement of goods and services for the Chief Directorate. Render budget support service. Perform bookkeeping support services and preparations of reports and submissions. Supervise human resources/staff.
ENQUIRIES : Ms S Makhathini Tel No: (033) 355 0471
NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/198 : **ADMINISTRATIVE CLERK (SUPERVISOR): INFORMATION TECHNOLOGY SYSTEMS REF NO: DOT 233/2026**

SALARY : R338 106 per annum (Level 07)
CENTRE : Motor Transport Services, Pietermaritzburg
REQUIREMENTS : A Senior Certificate/ National Certificate (Vocational) NQF level 4 plus a minimum of three (3) years' experience in Information Technology Systems. Knowledge, Skills and Competencies Required: of Knowledge Public Service Regulations. Knowledge of Labor Relations Act. Knowledge of NaTIS. Knowledge of Human Resource Management and Labour Relations. Knowledge of Training Developments. Knowledge of Road Traffic Legislation. Knowledge of Traffic Management System. Knowledge of delegation of Authority pertaining to the Directorate. Knowledge of Skills Development Act. Knowledge of Provincial Growth and Development Plan. Knowledge of the Public Service Act. Knowledge of Batho Pele Principles. Facilitation Skills. Decision-making Skills. Computer Skills. Analytical Skills. Time Management Skills. Teamwork Skills. Problem Solving skills. Leadership Skills. Communication Skills. The ideal candidate must be proactive, innovative, honest, have integrity, be reliable, committed, professional and punctual. He/she must be an innovative thinker and have the ability to negotiate and interpret and apply policy and legislation.
DUTIES : Ensure that calls are logged for NaTIS and eye test system calls for the province. Maintain NaTIS templates for users in the province. Update user records and maintain a filing system. Provide consistent provision of high-quality service, maintaining effective and efficient service delivery. Render supervision services to staff.
ENQUIRIES : Ms C Reddy Tel No: (033) 395 1800
NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/199 : **DESKTOP PUBLISHER REF NO: DOT 176/2026**
Communications Support Directorate

SALARY : R338 106 per annum (Level 07)
CENTRE : Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg
REQUIREMENTS : NQF Level 6 in Graphic Design/Art and Design; plus 1 year experience in a Graphic Design environment or related field; plus A valid driver's licence (minimum code B). Knowledge, Skills and Competencies Required:

Knowledge of Apple Mac computers and software. Knowledge of Desktop Publishing and Graphic Design. Knowledge of Microsoft package. Knowledge of Protection of Personal Information Act. Knowledge of Corporate Identity and Branding Guidelines. Knowledge of Advanced printing and publishing. Knowledge of Public Finance Management Act and Treasury Regulations. Knowledge of layout and typography. Knowledge of Digital Marketing, social media, intranet and internet. Knowledge of Communication Policy and internet communication. Knowledge of Branding guidelines/manual. Ability to conceptualize from brief to final artwork. Communication skills (verbal and written). Organising skills. Interpersonal relations skills. Report writing skills. Problem solving skills. Computer literacy. Project management skills. Inspection and analytical skills. Adobe creative suite skills (inDesign, Photoshop, Illustrator, Microsoft word, etc.). The ideal candidate must be honest, have integrity, commitment, and be professional. He/she should have the ability to maintain confidentiality, be creative and innovative and be a team player.

DUTIES : Plan and design exhibitions for all Departmental and interdepartmental events and functions. Prepare and develop graphic design items for the Department. Develop and maintain the department's brand identity. Provide advice and technical support to regional offices and other departmental offices/facilities. Conduct research on the latest developments in relation to graphic design and branding.

ENQUIRIES : Mr H. Gunpath Tel No: (033) 355 0628

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/200 : **COMPLIANCE OFFICER: MONITORING & EVALUATION REF NO: DOT 177/2026 (X4 POSTS)**
Monitoring & Evaluation Directorate

SALARY : R338 106 per annum (Level 07)

CENTRE : Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg

REQUIREMENTS : A National Diploma (NQF Level 6) in Public/ Business Administration, Public/ Business Management/ Monitoring & Evaluation; plus, A minimum of 1 year experience in Monitoring & Evaluation/ Strategic Planning Environment; plus, A valid driver's licence (Code B or higher). Knowledge, Skills and Competencies Required: Knowledge of medium-term strategic framework. Knowledge of medium-term development plan. Department of Planning Monitoring and Evaluation (DPME) guidelines knowledge. Knowledge of National Policy Evaluation Framework. Knowledge of the constitution for the Republic of South Africa. Knowledge of Public Service Act. Knowledge of Government-Wide monitoring and evaluation system. Knowledge of Framework for strategic planning and annual performance plan. Knowledge of policy analysis and development. Knowledge of Public Service Regulation. Knowledge of Employee Performance Management and Development System. Knowledge of Labour Act and relevant regulations. Knowledge of Public Finance Management Act. Knowledge of Organizational Behaviour Analysis. Knowledge of Strategic business management. Research skills. Report writing skills. Analytical thinking skills. Facilitation skills. Communication skills. Communication skills (Written and verbal). Computer literacy. Change management skills. Strategic planning skills. Team building skills. Presentation skills. Policy analysis and development skills. Project management skills. The ideal candidate should be reliable, honest, innovative, decisive, culturally sensitive, should have integrity and maintain confidentiality.

DUTIES : Conduct compliance as per approved business plan. Undertake monitoring and reporting on performance in relation to the departmental service deliverables. Examine compliance with standards and the relevance of such to the operations of the Department. Facilitate the Development of monitoring tools to ensure compliance. Ensure compliance and provide effective support services.

ENQUIRIES : Ms Tharuna Pillay Tel No: (033) 355 8685

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/201 : **PERSONAL ASSISTANT (X2 POSTS)**

SALARY : R338 106 per annum (level 07)

CENTRE	:	**Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg:** Personal Assistant (to the Director: Empowerment Programmes) Ref No: DOT 178/2026 Ladysmith Region: Personal Assistant (to the Chief Director: Ladysmith Region) Ref No: DOT 179/2026
REQUIREMENTS	:	A Secretarial Diploma or equivalent qualification related to secretarial; plus a minimum of 3 years' experience in rendering a support service to senior management. Knowledge, Skills and Competencies Required: Knowledge of the relevant legislation/policies/prescripts and procedures. Basic knowledge of financial administration. Language skills and the ability to communicate well with people at different levels and from different backgrounds. Good telephone etiquette. Computer Literacy. Sound organizational skills. Good management skills. High level of reliability. Written communication skills. Ability to act with tact and discretion. Ability to do research and analyze documents and situations. Good grooming and presentation skills. Self-management and motivation skills. Able to work under pressure.
DUTIES	:	Provide a secretarial/receptionist support service to the Director/Chief Director. Render administrative support services. Provide support to the Director/ Chief Director regarding meetings. Support the Director/Chief Director with the administration of the budget. Study the relevant Public Service and Departmental prescripts/policies and other documents and ensure that the application thereof is understood properly. Proofread and analyse submissions/ documents and advise the Director/Chief Director accordingly.
ENQUIRIES	:	Ms T Nkosi (Ladysmith) Tel No: (036) 638 4400 Ms VL Mdletshe (PMB) Tel No: (033) 355 8707
NOTE	:	It is the intention of this Department to consider equity targets when filling these positions.
POST 29/202	:	**PROVINCIAL INSPECTOR (X6 POSTS)** These posts are for qualified Traffic Officers
SALARY	:	R280 278 per annum (Level 06)
CENTRE	:	**Durban Region (X4 Posts):** Road Traffic Inspectorate, Pinetown Ref No: DOT 166/2026 (X3 Posts) Road Traffic Inspectorate, Port Shepstone Ref No: DOT 167/2026 (X1 Post) **Pietermaritzburg Region (X2 Posts):** Road Traffic Inspectorate, Ixopo Ref No: DOT 168/2026 (X2 Posts)
REQUIREMENTS	:	A Senior Certificate; plus A valid Driving Licence (minimum Code B); plus Basic Traffic Officers Diploma; plus One year practical experience in law enforcement; plus Applicants must possess no criminal record. Knowledge, Skills and Competencies Required: Knowledge and understanding of Road Traffic and Public Transport legislation, policies and regulations. Knowledge of vehicle inspections and vehicle impoundment. Knowledge of completion of Law Enforcement documents. Knowledge of Firearm and Ammunition Act 60/2000. Knowledge of code of conduct. Knowledge of dangerous goods. Knowledge of Departmental policies. Knowledge of guidelines from Director of Public Prosecutions. Knowledge of Departmental guidelines on overload control and escort duties Transport Handbook (TRH) 11. Knowledge of operational guidelines on law enforcement equipment. Records and resource management skills. Customer relationship management skills. Literacy skills (Written and verbal communication skills in at least two of the provincial languages). Negotiation and conflict resolution skills. Driving skills. Interpretation skills. Legal evidential skills. Observation skills (moving violations / defects). Ability to work under pressure.
DUTIES	:	Enforce Road Traffic, Public Passenger and Transport Legislation. Examine Drivers' Licences and Motor Vehicles and monitor compliance at Driver Licence Testing Centres (DLTC) and Vehicle Testing Stations (VTS). Provide visible Traffic Control/Policing and promote/ensure crime prevention activities. Perform all administrative activities and related duties.
ENQUIRIES	:	Mr V Chetty Tel No: (033) 355 8880
NOTE	:	It is the intention of this Department to consider equity targets when filling these positions. Kindly note that the 24/7 Shift System will be applicable.
POST 29/203	:	**ARTISAN PRODUCTION GRADE A-C (MECHANICAL) (X5 POSTS)**
SALARY	:	Grade A: R253 341 per annum, (dependent on experience), (OSD) Grade B: R297 249 per annum, (dependent on experience), (OSD)

Grade C: R345 342 per annum, (dependent on experience), (OSD)
(Salary will be determined according to post registration experience as per OSD prescripts)

CENTRE : **Ladysmith Region:**
Mechanical, Dundee Ref No: DOT 180/2026 (X1 Post)
Pietermaritzburg Region:
Mechanical (Mountain Rise) Ref No: DOT 181/2026 (X1 Post)
Empangeni Region:
Mechanical (Vryheid) Ref No: DOT 182/2026 (X2 Posts)
Mechanical (Empangeni) Ref No: DOT 183/2026 (X1 Post

REQUIREMENTS : **Grade A:** No experience required **Grade B**: At least 18 years' experience **Grade C**: At least 34 years' experience An appropriate Trade Test Certificate in Earth moving equipment mechanic/Construction plant mechanic/ Tractor Mechanic/Diesel mechanic; plus A valid driver's licence (minimum code C1). Knowledge, Skills and Competencies Required: Technical analysis knowledge. Technical Report writing knowledge. Knowledge of Computer Aided technical applications. Knowledge of legal compliance. Knowledge of production process and skills. Knowledge of technical consulting. Problem solving and analysis skills. Decision making skills. Teamwork skills. Creativity skills. Self – management skills. Customer focus and responsiveness skills. Communication skills. Computer skills. Planning and organising skills. The ideal candidate must be analytical, reliable, accurate, open, transparent, innovative and have integrity.

DUTIES : Design: Produce designs according to client specifications and within limits of production capability. Production: Produce objects with material and equipment according to job specifications and recognised standards. Quality assurance of produced objects. Maintenance: Inspect equipment and plant for technical faults. Repair equipment and facilities according to standards. Test repaired equipment and plant against specifications. Service equipment and plant according to schedule. Quality assure serviced and maintained equipment and/or facilities. Perform administrative and related functions: Compile and submit reports. Provide inputs to the operational plan. Keep and maintain job record/register, and supervise and mentor staff. Maintain and advance expertise: Continuous individual development to keep up with new technologies and procedures. Research/literature studies on technical /engineering technology to improve expertise.

ENQUIRIES : Ms T Nkosi (Ladysmith) Tel No: (036) 638 4400
Ms G Hlabisa (Pietermaritzburg) Tel No: (033) 392 6600
Ms S Hlela (Empangeni) Tel No: (035) 787 1442

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/204 : **ARTISAN PRODUCTION GRADE A-C (MECHANICAL) REF NO: DOT 184/2026**
Mechanical, Structure Shop
Kindly note that this is a re-advertisement. Applicants who applied previously and who still wish to be considered are at liberty to re-apply.

SALARY : Grade A: R253 341 per annum, (dependent on experience), (OSD)
Grade B: R297 249 per annum, (dependent on experience), (OSD)
Grade C: R345 342 per annum, (dependent on experience), (OSD)
(Salary will be determined according to post registration experience as per OSD prescripts)

CENTRE : Pietermaritzburg Region

REQUIREMENTS : **Grade A**: No experience required **Grade B**: At least 18 years' experience **Grade C**: At least 34 years' experience. An appropriate Trade Test Certificate in a Building Related Field; plus A valid driver's licence (minimum code C1). Knowledge, Skills and Competencies Required: Technical analysis knowledge. Technical Report writing knowledge. Knowledge of Computer Aided technical applications. Knowledge of legal compliance. Knowledge of production process and skills. Knowledge of technical consulting. Problem solving and analysis skills. Decision making skills. Teamwork skills. Creativity skills. Self – management skills. Customer focus and responsiveness skills. Communication skills. Computer skills. Planning and organizing skills. The ideal candidate must be analytical, reliable, accurate, open, transparent, innovative and have integrity.

DUTIES	:	Design: Produce designs according to client specifications and within limits of production capability. Production: Produce objects with material and equipment according to job specifications and recognised standards. Quality assurance of produced objects. Maintenance: Inspect equipment and plant for technical faults. Repair equipment and facilities according to standards. Test repaired equipment and plant against specifications. Service equipment and plant according to schedule. Quality assure serviced and maintained equipment and/or facilities. Perform administrative and related functions: Compile and submit reports. Provide inputs to the operational plan. Keep and maintain job record/register, and supervise and mentor staff. Maintain and advance expertise: Continuous individual development to keep up with new technologies and procedures. Research/literature studies on technical /engineering technology to improve expertise.
ENQUIRIES	:	Mr L Songca Tel No: (033) 392 6600
NOTE	:	It is the intention of this Department to consider equity targets when filling these positions.

POST 29/205	:	**SUPPLY CHAIN CLERK (PRODUCTION): PROCUREMENT & PROVISIONING REF NO: DOT 185/2026**
SALARY	:	R237 453 per annum (Level 05)
CENTRE	:	Cost Centre, Ulundi: Empangeni Region
REQUIREMENTS	:	A Senior Certificate / National Certificate (Vocational) NQF Level 4. Knowledge, Skills and Competencies Required: Knowledge of legislation, policies, procedures pertaining to the public sector. Knowledge of service delivery programmes. Computer Literacy. Knowledge of departmental reporting structures. Knowledge of procurement procedures and processes. Knowledge of Delegation of Authority. Knowledge of the Public Finance Management Act and Financial regulations. Knowledge of BAS. Knowledge of practice notes. Knowledge of voucher control procedures. Knowledge of general admin procedures. Knowledge of Asset Management. Knowledge of Losses/ theft procedures. Knowledge of HARDCAT system. Basic knowledge of supply chain duties, practices as well as the ability to capture data and collect statistics. Basic knowledge and understanding of the legislative framework governing the Public Service. Basic knowledge of work procedures in terms of the working environment. Ability to interpret and apply legislation and policy. Good communication skills (verbal and written). Innovation and creativity skills. Problem solving skills. Negotiation skills. Numeracy skills. Literacy skills. Planning, organising, and coordinating skills. The ideal candidate should have good interpersonal relations, be honest and have integrity, be reliable, open and transparent. He/she should be respective to ideas and suggestions.
DUTIES	:	Render asset management clerical support. Render demand and acquisition clerical support. Render logistical support services.
ENQUIRIES	:	Mrs ZJN Nene Tel No: (035) 879 8109
NOTE	:	It is the intention of this Department to consider equity targets when filling these positions.

POST 29/206	:	**ADMINISTRATIVE CLERK (PRODUCTION): SOCIAL DEVELOPMENT REF NO: DOT 186/2026** Development Directorate
SALARY	:	R237 453 per annum (Level 05)
CENTRE	:	Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg
REQUIREMENTS	:	A Senior Certificate / National Certificate (Vocational) NQF Level 4. Knowledge, Skills and Competencies Required: Knowledge of Clerical duties and practices. Ability to capture data. Knowledge of collecting statistics. Understanding of customer care basis. Understanding of administrative office practices. Computer literacy (Microsoft Word, Excel, PowerPoint). Planning skills. Communication skills (verbal and written). Organisational skills. Interpretation skills. Time management skills. The ideal candidate should be able to work in a team, be diplomatic, innovative, creative, resilient and reliable.
DUTIES	:	Render general clerical support services. Provide supply chain clerical support services within the component. Provide personnel administration clerical support services within the component. Provide financial administration support services in the component.
ENQUIRIES	:	Ms T Ncayiyane Tel No: (033) 355 8082

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/207 : **ADMINISTRATIVE CLERK (PRODUCTION): PUBLIC COUNTER REF NO: DOT 187/2026**

SALARY : R237 453 per annum (Level 05)
CENTRE : Motor Transport Services, Pietermaritzburg
REQUIREMENTS : A Senior Certificate/ National Certificate (Vocational) NQF level 4: Knowledge, Skills and Competencies Required: Thorough knowledge of all relevant Road Traffic legislation and all relevant regulations. Knowledge of the National Road Traffic Act 93 of 1966. Knowledge of Public Finance Management Act 1999, Provincial Practice Notes and Treasury Instructions. Knowledge of Public Service Act and Regulations 1999, Labour Relations Act 1995, Employment Equity Act 1998, Basic Conditions of Employment Act 1997 and Skills Development Act 1997. Knowledge of Human Resource Management and its principles, Good Governance principles, Service Delivery, Batho Pele principles and code of remuneration (CORE). Knowledge of the National Road Traffic Information System (NaTIS) and its applications. Knowledge of delegations of authority and Financial Audit procedures. Understanding of departmental vision, objectives, structures, communication channels and reporting procedures. Procedural knowledge relating to general office administration. Knowledge of reporting procedures and work environment. Labour Relations/grievance procedure knowledge. Knowledge of code of conduct. Computer literary. Financial and related matters skills. Administrative systems and procedures skills. Any relevant and applicable legislation skills. Basic accounting skills. Communication skills. Report writing skills. Problem solving, analytical and interpretive skills. Sound Human relations skills. Planning, co-ordination and organizing skills. The ideal candidate should be committed to organizational goals, comply with performance agreement, service delivery and value for money, must be an innovative thinker, teamwork oriented and able to work independently, must have an interest in development, be professional, accurate, maintain confidentiality, must be punctual, courteous and have tact. He/she must be responsible, self-motived, reliable, honest, loyal, trustworthy, diplomatic and have integrity.
DUTIES : Render motor vehicle registration and licensing cash office services in accordance with National Road traffic Act. Perform daily banking and financial related transactions and balancing of revenue collected in terms of PFMA and Treasury Regulations. Perform all eNatis/cashier functions relating to Taxi Recap and Verify documentation and applications received and capture transactions. Attend to general public enquiries in relation to motor vehicle registration and licensing. Provide Supply Chain clerical support service within the component.
ENQUIRIES : Ms T Ximba Tel No: (033) 395 1800
NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/208 : **ADMINISTRATIVE CLERK (PRODUCTION) REF NO: DOT 188/2026**

SALARY : R237 453 annum (Level 05)
CENTRE : Road Traffic Inspectorate, Pietermaritzburg
REQUIREMENTS : A Senior Certificate / National Certificate (Vocational) NQF Level 4. Knowledge, Skills and Competencies Required: Knowledge of eNaTIS. Knowledge of Road Traffic Act 93 of 1996. Knowledge of Public Finance Management Act. Knowledge of Provincial Treasury Practice Notes. Knowledge of Public Service Act. Knowledge of Public Service Code of Conduct. Knowledge of Departmental vision, objectives, commitment charters. Knowledge of good governance principles, service delivery, Batho Pele principles. Knowledge of policies and procedures. Knowledge of administrative office practices. Good communication skills (verbal and written). Computer literacy. Ability to comprehend. Good human relations skills. Skills in eNaTIS procedures. Ability to accurately handle cash and other methods of payment. Basic accounting skills. The ideal candidate should be committed to organizational goals, comply with performance agreement, believe in service delivery, be an innovative thicker, teamwork-orientated and able to work independently. He/she should show interest in development, be accurate, confident, punctual, courteous, have tact, be responsible, self-motivated, reliable, honest, loyal, trustworthy,

diplomatic, have integrity, adhere to rules and regulations and have the ability to comprehend.

DUTIES : Provide an effective and efficient customer service to the public. Ensure correct monies in keeping with PFMA Regulations. Provide accurate information at all times to the public. Timeous delivery to the public.

ENQUIRIES : Mr VK Chetty Tel No: (033) 355 8880

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/209 : **ADMINISTRATIVE CLERK (PRODUCTION): RECORD VERIFICATION SECTION REF NO: DOT 189/2026**

SALARY : R237 453 annum (Level 05)

CENTRE : Motor Transport Services, Pietermaritzburg

REQUIREMENTS : A Senior Certificate/ National Certificate (Vocational) NQF level 4. Knowledge, Skills and Competencies Required: Knowledge of National Road Traffic Act and its relevant regulation. Knowledge of the Public Financial Management Act. Knowledge of Treasury Regulations. Extensive knowledge of eNaTIS and its applications in terms of the Road Traffic Acts. Knowledge of the Public service reporting procedures. Knowledge of Batho Pele principles. Ability to interpret and apply policy. Problem solving and decision-making skills. Report writing skills. Good interpersonal relations skills. Ability to deal with a variation of functions at any given time without losing control. Ability to motivate and inspire colleagues, the public and agents. Analytical thinker and spontaneity skills. Good communication skills. Ability to competently utilize the eNaTIS system. Computer Literacy. The ideal candidate must be able to work independently, must be loyal and reliable, be conscientious, friendly, trustworthy, innovative and pragmatic disposition, He/she should also be able to work under pressure, have the ability to motivate, must be accurate and responsible, committed to promoting service delivery and be team orientated.

DUTIES : Process high-risk transactions on eNaTIS and Task Management System. Communicate with all role players in order to finalize applications. Process duplicated/cloned motor vehicles and ownership disputes. Undertake sound record keeping for the Records Verification Section.

ENQUIRIES : Ms S Mteshane Tel No: (033) 395 1828

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/210 : **ADMINISTRATIVE CLERK (PRODUCTION): POLICY AND LEGISLATION: VEHICLE REGISTRATION AND LICENSING REF NO: DOT 190/2026**

SALARY : R237 453 annum (Level 05)

CENTRE : Motor Transport Services, Pietermaritzburg

REQUIREMENTS : A Senior Certificate/ National Certificate (Vocational) NQF level 4. Knowledge, Skills and Competencies Required: Knowledge of the National Traffic Information System (NaTIS). Knowledge of Batho Pele Principles. Knowledge of Road Traffic Act 1996 (Act no. 93 of 1996). Knowledge and understanding of the legislative framework governing the Public Service. Knowledge of Public Service Regulations. Knowledge of working with NaTIS and NRTA. Knowledge of clerical duties, practices as well as the ability to capture data and collect statistics. Knowledge of working procedures in terms of the working environment. Computer literacy. Good verbal and written communication skills. Ability to work as part of a team as well as independently. Flexible and interpersonal skills. The ideal candidate must be committed to organisational objectives/projects and programmes, be responsible, punctual, conscientious and receptive to suggestions and ideas. He/she should also be loyal and honest, accurate, comply with code of conduct and must be neat and tidy.

DUTIES : Render clerical support services. Process applications for registration of Manufacturers, Importers and Builders, the Number Plate and Microdot Industries and Weighbridge Facilities, in terms of Road Traffic Legislation. Provide personnel administrative support services. Maintain an accurate filing system for the Policy and Legislation component.

ENQUIRIES : Ms S van Wyk Tel No: (033) 395 1808

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/211 : **ADMINISTRATIVE CLERK (PRODUCTION): ADMINISTRATIVE SUPPORT SERVICES REF NO: DOT 191/2026**

SALARY : R237 453 annum (Level 05)
CENTRE : Motor Transport Services, Pietermaritzburg
REQUIREMENTS : A Senior Certificate/ National Certificate (Vocational) NQF level 4. Knowledge, Skills and Competencies Required: Knowledge of clerical duties, practices as well as the ability to capture data, operate a computer and collect statistics. Knowledge and understanding of the legislative framework governing the public service. Knowledge of working procedures in terms of the working environment. Job Knowledge. Computer Literacy. Planning and organisation skills. Language skills. Good verbal and written communication skills. Interpersonal relations skills. The ideal candidate must be honest, have integrity, be reliable, accurate, responsible, accountable, innovative/ creative, trustworthy, flexible, loyal, professional and have a friendly disposition. He/she must have the ability to work individually and as part of a team and have the ability to maintain confidentiality.
DUTIES : Provide general administrative support services. Co-ordinate travel arrangements including flight arrangements, accommodation and hire of vehicles. Provide personnel administration support services within the component. Maintain an effective filing system for MTS.
ENQUIRIES : Mr M Lutchman Tel No: (033) 395 1800
NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/212 : **ADMINISTRATIVE CLERK (PRODUCTION): VEHICLE INSPECTORATE SUPPORT SERVICES REF NO: DOT 192/2026**

SALARY : R237 453 per annum (Level 05)
CENTRE : Motor Transport Services, Pietermaritzburg
REQUIREMENTS : A Senior Certificate/ National Certificate (Vocational) NQF level 4. Knowledge, Skills and Competencies Required: Basic understanding of NaTIS transaction environments. Basic understanding of the National Road Traffic Act (NRTA) and its regulations. Knowledge of clerical duties, practices as well as the ability to capture data and collect statistics. Knowledge and understanding of the legislative framework governing the Public Service. Knowledge of working procedures in terms of the working environment. Knowledge of Labour Relations. Computer Literacy (Excel, Word and Outlook). Planning and organisation skills. Good verbal and written communication skills. Language skills. Interpersonal relations skills. Flexibility skills. Teamwork skills. The ideal candidate must be honest, reliable, trustworthy and loyal. He/she must have the ability to accept responsibility, have the ability to work under pressure, produce quality work, have the ability to maintain confidentiality and have job knowledge.
DUTIES : Provide general administrative support. Maintain task management system in respect of the applications received. Process high sensitivity NaTIS 121 transactions in compliance with regulatory and system requirements. Co-ordinate travel arrangements including flight arrangements, accommodation and hire of vehicles.
ENQUIRIES : Ms SI Khumalo Tel No: (033) 395 1954
NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/213 : **ADMINISTRATIVE CLERK (PRODUCTION): ADMINISTRATIVE COMPLIANCE REF NO: DOT 193/2026**

SALARY : R237 453 per annum (Level 05)
CENTRE : Motor Transport Services, Pietermaritzburg
REQUIREMENTS : A Senior Certificate/ National Certificate (Vocational) NQF level 4. Knowledge, Skills and Competencies Required: Knowledge of clerical duties, practices as well as the ability to capture data and collect statistics. Knowledge and understanding of legislative framework governing the Public Service. Knowledge of working procedures in terms of the working environment. Computer Literacy (Excel, Word and PowerPoint). Planning and organisation skills. Good verbal and written communication skills. Language skills. Interpersonal relations skills. Flexibility skills. Teamwork skills. The ideal candidate must be honest, reliable, trustworthy and loyal. He/she must have

the ability to accept responsibility, have the ability to work under pressure, produce quality work, have the ability to maintain confidentiality and have Job Knowledge.

DUTIES : Provide general administrative support services. Provide supply chain clerical services within the component. Provide personnel administration support services within the component. Provide financial administration clerical support services within the component. Perform eNaTIS administration and maintain accurate record-keeping systems, including workflow registers and all related documentation.

ENQUIRIES : Ms S Mteshane Tel No: (033) 395 1828

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/214 : **ADMINISTRATIVE CLERK (PRODUCTION): AGENCY SUPPORT SERVICES REF NO: DOT 194/2026**

SALARY : R237 453 per annum (Level 05)

CENTRE : Motor Transport Services, Pietermaritzburg

REQUIREMENTS : A Senior Certificate/ National Certificate (Vocational) NQF level 4. Knowledge of the National Road Traffic Act (Act No 93 of 1996) and its relevant regulations and all amended regulations. Knowledge and the ability to apply the new Public Services Regulations and Labour Relations Act. Extensive knowledge of the eNaTIS and its application in terms of the National Road Traffic Act. Knowledge of internal and external codes of conduct. Knowledge of Public Service reporting procedures. Knowledge of internal procedures (Circulars). Problem solving skills. Interpersonal skills. Time management skills. Good written and verbal communication skills. Computer literacy. NaTIS skills. Communication skills in both IsiZulu and English. Organising and planning skills. The ideal candidate must be reliable, honest, innovative, decisive, culturally sensitive and have Integrity. He/ she must have the ability to work independently, maintain confidentiality, be conscientious, innovative, committed in promoting service delivery, team orientated and accurate. He/she must have the ability to interpret and apply legislation and policy, be analytical and innovative thinker and have the ability to deal with a variation of functions at any given time without losing control.

DUTIES : Provide extensive and in-depth telephonic guidance to provide office assistance to Provincial offices, Agencies/Post Offices throughout KZN in respect of legislation, procedures, eNaTIS, new software releases etc. Perform Auxiliary duties in respect of preparing and typing of official correspondence. Distribution of Circulars and Maintenance of Filing System. Perform general admin duties e.g. Stationery requisition and submit S&T and sub vehicle claims. Keep record & open files for each individual at Agencies throughout KZN.

ENQUIRIES : Mr SM Mdlalose Tel No: (033) 395 1985

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/215 : **ADMINISTRATIVE CLERK (PRODUCTION) REF NO: DOT 195/2026 (X2 POSTS)**

SALARY : R237 453 per annum (Level 05)

CENTRE : Road Traffic Inspectorate, Park Rynie

REQUIREMENTS : A Senior Certificate / National Certificate (Vocational) NQF Level 4. Knowledge, Skills and Competencies Required: Knowledge of clerical duties, practices as well as the ability to capture data, operate a computer and collecting statistics. Knowledge and understanding of the legislative framework governing the Public Service. Knowledge of working procedures in terms of the working environment. Computer skills. Planning and organization skills. Language skills. Good verbal and written communication skills. The ideal candidate should be honest, trustworthy, reliable, innovative, creative, self-disciplined, hardworking, friendly, courteous and have the ability to work as part of a team.

DUTIES : Render general clerical support services. Provide supply chain clerical support services within the component. Provide personnel administration clerical support services within the component. Provide financial administration support services in the component.

ENQUIRIES : Ms PR Shangase Tel No: (031) 682 4293

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/216 : **SENIOR PERSONNEL OFFICER: ESTABLISHMENT CONTROL REF NO: DOT 196/2026**
Human Resource Administration Directorate

SALARY : R237 453 per annum (Level 05)
CENTRE : Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg
REQUIREMENTS : A Senior Certificate/ National Certificate (Vocational) NQF level 4. Knowledge, Skills and Competencies Required: Broad knowledge of Human Resource Management legislation, policies and procedures, specifically those relating to establishment control. Knowledge of Public Services reporting procedures and work environment. Knowledge of computer-based information system (eg. PERSAL, MS Office etc). Knowledge of Research, information gathering and co-ordination. Well-developed verbal and written communication skills. Computer literacy. The ideal candidate must be analytical, logical and observant, attentive, reliable, dedicated, accessible, customer friendly and responsible. He/she must have the ability to learn, interpret and apply policy, have a demonstrated interest in Human Resource Management and related fields and the ability to work as an individual or part of the team.
DUTIES : Analyse, implement and record post establishment variations. Creation and maintenance of manual records database. Attend to additional functions relevant to post establishment matters. Audit and reconcile establishment records. Provide advice, guidance, information and statistics relevant to post establishment matters.
ENQUIRIES : Mr M Nxumalo Tel No: (033) 355 8738
NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/217 : **ADMINISTRATIVE CLERK (PRODUCTION): INFORMATION TECHNOLOGY SYSTEMS REF NO: DOT 234/2026**

SALARY : R237 453 per annum (Level 05)
CENTRE : Motor Transport Services, Pietermaritzburg
REQUIREMENTS : A Senior Certificate/ National Certificate (Vocational) NQF level 4. Knowledge, Skills and Competencies Required: Knowledge of Public Service Regulations. Knowledge of Labor Relations Act. Knowledge of Human Resource Management and Labour Relations. Knowledge of Training Developments. Knowledge of Road Traffic Legislation. Knowledge of Electronic National Administration Traffic Information System. Knowledge of Traffic Management System. Knowledge of delegation of Authority pertaining to the Directorate. Knowledge of Skills Development Act. Knowledge of Provincial Growth and Development Plan. Knowledge of the Public Service Act. Knowledge of Batho Pele Principles. Knowledge of legislative framework governing the Public Service. Knowledge of working procedures. Knowledge on capturing data., collecting statistics and operating a computer. Facilitation Skills. Decision-making Skills. Computer Literacy. Analytical Skills. Time Management Skills. Teamwork Skills. Problem Solving skills. Leadership Skills. Communication Skills. The ideal candidate must be proactive, innovative, honest, have integrity, be reliable, committed, professional and punctual. He/she must be an innovative thinker and have the ability to negotiate and interpret and apply policy and legislation.
DUTIES : Log NaTIS and eye test system calls for the province. Maintain NaTIS templates for users in the province. Update user records and maintain a filing system. Provide general administration support services within the component.
ENQUIRIES : Ms C Reddy Tel No: (033) 395 1800
NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/218 : **ROAD WORK FOREMAN (X8 POSTS)**

SALARY : R237 453 per annum (Level 05)
CENTRE : Pietermaritzburg Region:
Cost Centre, Ixopo:
KZ5a1/5a2 Team 5 Ref No: DOT 197/2026) (X1 Post)
Ladysmith Region:

Cost Centre, Newcastle Ref No: DOT 198/2026 (X3 Posts)
Cost Centre, Estcourt Ref No: DOT 199/2026 (X4 Posts)

REQUIREMENTS : NQF Level 3 (Grade 11) / A National Certificate in Construction; plus A minimum of 3 years road work maintenance experience, plus A valid driver's licence (Minimum Code B). Knowledge, Skills and Competencies Required: Knowledge of maintenance manuals, safety regulations and the costing system. Knowledge of general procedures. Knowledge of weekly work and plant returns. Knowledge of the service delivery programme. Knowledge of departmental reporting structure including transportation committees. Knowledge of legislation/policies and procedures pertaining to Public Sector. Knowledge of disciplinary procedures. Knowledge of EPMDS. Planning and organisational skills. Ability to learn, understand and apply. Problem solving skills. Supervisory skills. Communication skills. Numeracy skills. Computer literacy. The ideal candidate should be responsible, punctual, conscientious and receptive to suggestions and ideas. He/she should be efficient have empathy, cultural awareness and also be able to comply to code of conduct and to work as part of a team.

DUTIES : Support road construction and/or maintenance work through, inter alia, the following: Construction of culvert and side drains. Erect and maintain steel guardrails and gabions. Construction of road earth and layer works. Clean and maintain roads, sidewalks and resting areas (verge maintenance). Surfacing and pothole patching. Road fencing and pipe laying. Setting of rod markings/signs. Install roads signs and barricade the work area. Supervise activities in respect of road construction and/or maintenance work through inter alia the following: Application of safety and precautionary measures. Conduct Inspections. Exercise control over tools, supplies and other equipment. Allocate tasks and oversee work performance. Maintenance of equipment. Co-ordinate the blading program. Exercise control over traffic accommodation.

ENQUIRIES : Ms G Hlabisa (Pietermaritzburg) Tel No: (033) 392 6600
Ms TP Nkosi (Ladysmith) Tel No: (036) 638 4400

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/219 : **DATA CAPTURER: SOCIAL DEVELOPMENT REF NO: DOT 200/2026**
(Development Directorate)

SALARY : R201 093 per annum (Level 04)
CENTRE : Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg
REQUIREMENTS : A Senior Certificate / National Certificate (Vocational) NQF Level 4. Knowledge, Skills and Competencies Required: Ability to capture data. Knowledge of collecting statistics. Understanding of customer care basis. Knowledge and understanding of the legislative framework governing the Public Service. Knowledge of working procedures in terms of the working environment. Understanding of administrative office practices. Knowledge of clerical duties and practices. Computer literacy (Microsoft Word, Excel, PowerPoint). Planning skills. Communication skills (verbal and written). Organizational skills. Interpretation skills. Time management skills. The ideal candidate should be able to work in a team, be diplomatic, innovative, creative, resilient and reliable.

DUTIES : Render data capturing services to the Development Directorate. Update registers and statistics. Keep and maintain records and files. Provide information to components.

ENQUIRIES : Ms T Ncayiyane Tel No: (033) 355 8082
NOTE : It is the intention of this Department to consider equity targets when filling this position.

POST 29/220 : **TRADESMAN AID REF NO: DOT 201/2026**

SALARY : R170 226 per annum (Level 03)
CENTRE : **Durban Region:**
Regional Office, Durban Ground Survey, Durban

REQUIREMENTS : Grade 10 / Junior Certificate; plus A minimum of 6 months trade related experience. Knowledge, Skills and Competencies Required: Ability to use electrical and hand tools. Good interpersonal, communication and organizational skills. Ability to work independently.

DUTIES : Provide assistance in the maintenance of facilities, grounds, vehicles and equipment. Repair, clean, service and safe keeping of equipment and tools according to standards.

ENQUIRIES : Ms S Mthethwa Tel No: (031) 700 2222
NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/221 : **HANDYMAN REF. NO. DOT 202/2026 (X5 POSTS)**

SALARY : R170 226 per annum (Level 03)
CENTRE : Ladysmith Region: Cost Centre, Estcourt
REQUIREMENTS : ABET; plus, A valid driver's licence (Minimum code B). Knowledge, Skills and Competencies Required: Knowledge of clerical duties, switchboard duties, registry duties, practices as well as the ability to capture data, operate computer and collecting statistics, Knowledge and understanding of the legislative framework governing the Public Service, Knowledge of working, storage and retrieval procedures in terms of the working environment, Understanding of work in registry, Ability to interpret legislation / policies, Computer skills, Interpersonal skills, Ability to work in a team, Ability to learn and apply, Planning and organisational skills, Analytical and innovative thinking skills, Problem solving skills, Verbal and written communication skills, The ideal candidate should be responsible, punctual, honest, accurate, reliable, loyal, innovative, be neat and tidy, adhere to Batho Pele principles and comply with code of conduct.
DUTIES : Building maintenance. Administrative processors. Operation of tools and equipment. Safety and training.
ENQUIRIES : Ms T Nkosi Tel No: (036) 638 4400
NOTE : It is the intention of this Department to consider equity targets when filling this position.

POST 29/222 : **DRIVER OPERATOR (EARTHMOVING AND NON-EARTHMOVING EQUIPMENT) (X35 POSTS)**

SALARY : R170 226 per annum (Level 03)
CENTRE : Pietermaritzburg Region:
Cost Centre: Ixopo:
Blacktop Team (Underberg) Ref No: DOT 203/2026 (X1 Post)
Betterment Team (Umzimkhulu) Ref No: DOT 204/2026 (X1 Post)
Maintenance Team (Matatiele) Ref No: DOT 205/2026 (X1 Post)
Grader Team (Umzimkhulu) Ref No: DOT 206/2026 (X1 Post)
Cost Centre, Pietermaritzburg:
Drainage/betterment Team (Cedara) Ref No: DOT 207/2026 (X1 Post)
Betterment Team (New Hanover)) Ref No: DOT 208/2026 (X1 Post)
Durban Region:
Cost Centre, Metro:
Grader Team (Inanda) Ref No: DOT 209/2026 (X1 Post)
Grader Team (Mount Edgecombe) Ref No: DOT 210/2026 (X1 Post)
Ladysmith Region:
Cost Centre, Estcourt Ref No: DOT 211/2026 (X14 Posts)
Cost Centre, Dundee Ref No: DOT 212/2026 (X11 Posts)
Cost Centre, Newcastle Ref No: DOT 213/2026 (X2 Posts)
REQUIREMENTS : Grade 10 certificate (NQF level 2); plus a valid Driver's Licence Code EC with PrDP and Operating Certificate / Departmental Competency Pink card for specialised equipment; plus Five (5) years' driving and operating specialized equipment experience. Knowledge, Skills and Competencies Required: Communication skills. Ability to read and write. Good eyesight. Teamwork. Skills in the operation of the equipment. Physical inspection of vehicles and the ability to interpret instructions for proper use of all controls for safe operation of vehicles. Interpret and follow operating manuals, maintenance manuals and service charts.
DUTIES : Perform activities in respect of operation through inter alia the following: Operating specialized equipment; Load and offload goods/ equipment; Inspection and maintenance of equipment and report defects; Keep log sheets of vehicles and machineries; Application of safety and precautionary measures; Cleaning and lubrication of machinery equipment; Grading of gravel roads and re-ravelling/ shoulder maintenance. Render driving services, perform activities in respect of operation through inter alia the following: Transportation of work teams and materials / equipment; Detect and repair minor mechanical problems on the vehicles and take steps to have it repaired (check level and condition of oil, fuel, tyres and water); Inspection of the

vehicle/ equipment and report defects; Complete vehicle logbook, trip authorization for the vehicle.

ENQUIRIES : Ms T Nkosi (Ladysmith) Tel No: (036) 638 4400
Ms G Hlabisa (Pietermaritzburg) Tel No: (033) 392 6600
Ms S Mthethwa (Durban) Tel No: (031) 700 2222

NOTE : It is the intention of this Department to consider equity targets when filling these positions. Candidates will be subjected to practical assessment.

POST 29/223 : **ROAD WORKER (X99 POSTS)**

SALARY : R170 226 per annum (Level 03)

CENTRE : Durban Region:
Cost Centre, Metro:
Blacktop Team (St Helier) Ref No: DOT 214/2026 (X1 Post)
Drainage Team (Northdene) Ref No: DOT 215/2026 (X1 Post)
Periodical Maintenance Gravel Team (Northdene) Ref No: DOT 216/2026 (X1 Post)
Cost Centre, Port Shepstone:
Grader Team (Port Shepstone South) Ref No: DOT 217/2026 (X1 Post)
Pietermaritzburg Region:
Cost Centre, Ixopo:
Grader Team 2 (Ixopo) Ref No: DOT 218/2026) (X1 Post)
Signs Team (Umzimkhulu) Ref No: DOT 219/2026) (X1 Post)
Maintenance Team (Matatiele) Ref No: DOT 220/2026) (X1 Post)
Ladysmith Region:
Regional Office, Ladysmith Ref No: DOT 221/2026 (X1 Post)
Cost Centre, Estcourt Ref No: DOT 222/2026 (X70 Posts)
Cost Centre, Dundee Ref No: DOT 223/2026 (X19 Posts)
Cost Centre, Newcastle Ref No: DOT 224/2026 (X2 Posts)

REQUIREMENTS : NQF Level 1 or 2 (Abet level 2 certificate or equivalent). Knowledge, Skills and Competencies Required: Job knowledge. Communication skills. Interpersonal relation skills. Flexibility. Teamwork. Accuracy. Skills in the aptitude of figures. Computer literacy. Planning and organising skills. Good verbal and written communication skills.

DUTIES : Perform routine activities in respect of road maintenance and/or construction through inter alia the following: Construction of culvert and side drains. Erect and maintain steel guardrails and gabions. Construction of road earth and layer works. Clean and maintain roads, sidewalks and resting areas. Surfacing and porthole patching. Read fencing and pipe laying. Setting of road markings and studs. Install road signs, distance markers, and barricade the work area. Crushing of road material. Brush clearing and grass cutting.

ENQUIRIES : Ms T Nkosi (Ladysmith) Tel No: (036) 638 4400
Ms G Hlabisa (Pietermaritzburg) Tel No: (033) 392 6600
Ms S Mthethwa (Durban) Tel No: (031) 700 2222

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/224 : **CLEANER (X11 POSTS)**

SALARY : R144 024 per annum (Level 02)

CENTRE : **Ladysmith Region:**
Cost Centre, Newcastle Ref No: DOT 225/2026 (X1 Post)
Cost Centre, Estcourt Ref No: DOT 226/2026 (X8 Posts)
Cost Centre, Dundee Ref No: DOT 227/2026 (X1 Post)
Durban Region:
Depot Team (Mount Edgecombe) Ref No: DOT 228/2026 (X1 Post)

REQUIREMENTS : AET Level 4 / Grade 9. Knowledge, Skills and Competencies Required: Knowledge of cleaning procedures. Knowledge of refreshment provision. Knowledge of safety requirements attached to the duties of the post. Knowledge of service delivery programs. Knowledge of operating appliances. Ability to interpret and act on instructions. Ability to perform routine tasks. Ability to operate domestic appliances. Basic literacy and numeracy skills. The ideal candidate should be reliable, responsible, receptive to suggestions and ideas, polite and believe in honesty and integrity.

DUTIES : Preparing, serving tea & washing up after tea breaks. Vacuum/ sweep offices, empty and clean appliances. Clean toilets, lecture room block, windows and

glass door. Mopping floors, wipe /dust walls & surfaces, empty rubbish bins. Polish floor.

ENQUIRIES : Ms XG Nxumalo (Ladysmith) Tel No: (036) 638 4400
Ms S Mthethwa (Durban) Tel No: (031) 700 2222

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 29/225 : **GROUNDSMAN (X8 POSTS)**

SALARY : R144 024 per annum (Level 02)

CENTRE : Ladysmith Region:
Cost Centre, Newcastle Ref No: DOT 229/2026 (X1 Post)
Ladysmith Regional Office Ref No: DOT 230/2026 (X1 Post)
Cost Centre, Estcourt Ref No: DOT 231/2026 (X6 Posts)

REQUIREMENTS : AET Level 4 / Grade 9. Knowledge, Skills and Competencies Required: Knowledge of plants and gardening techniques. Knowledge of health and safety rules and regulations. Ability to handle a range of horticultural machinery, powered hand tools and appliances. Good communication skills, both written and verbal. Basic literacy and numeracy skills. Friendly personality with excellent interpersonal skills. The ideal candidate should be punctual, reliable, responsible, teamwork orientated, honest and have integrity.

DUTIES : Maintain premises and surroundings: Clean premises and surroundings. Empty dirt bins. Maintain the garden: Watering the garden. Prune and trim flowers and trees. Mow the grass. Remove weeds and garden refuse. Apply insecticides. Cultivate the soil for trees and flowers. Maintain gardening equipment and tools: Detect and report malfunctioning of garden equipment and tools. Repair minor defects of gardening equipment and tools.

ENQUIRIES : Ms XG Nxumalo Tel No: (036) 638 4400

NOTE : It is the intention of this Department to consider equity targets when filling these positions.

ANNEXURE S

PROVINCIAL ADMINISTRATION: LIMPOPO
PROVINCIAL TREASURY

The Limpopo Provincial Treasury is an equal opportunity and affirmative action Employer and is committed to the promotion of equity in terms of the race, gender, and disability through filling of post(s) with candidates whose transfer / promotion / appointment will promote representativity in line with numerical targets as contained in the Employment Equity Plan.

APPLICATIONS : Applicants may apply through the following website: https://erecruitment.limpopo.gov.za or Applicants should be submitted to: Director: Human Resource Management, Private Bag X 9486, Polokwane, 0700 OR Hand delivered to: ISMINI Towers Building, Office No. GOO2 (Ground Floor) Registry, 46 Hans van Ransburg Street, Polokwane, 0700. All General enquiries should be directed to Mesdames, Kotze Elizba, Chaka Pearl, Kgadima Conny, Moremi Hilda & Mr. Nduli J.S. Tel No: (015) 298 7000.

CLOSING DATE : 18 September 2026 @ 16H00. Late applications will not be considered. Failure to comply with the above requirements will result in the disqualification of the application.

NOTE : The advert will be posted on the following websites www.limtreasury.gov.za / www.limpopo.gov.za and www.dpsa.gov.za and Provincial Departments social media Applications must be submitted on new Z83 forms obtainable from all Government Departments or can be downloaded from www.dpsa.gov.za or www.gov.za. The new Z83 form must be completed in manner that provides sufficient information about the candidate and the post he or she applies for by completing all relevant fields. The following must be considered in relation to the completion of the Z83 by applicants. All the fields in Part A, Part C and Part D should be completed. In Part B, all fields should be completed in full except the following: South African applicants need not to provide passport numbers. If an applicant responds “no” to the question “Are you conducting business with the State or are you a Director of a Public or Private Company conducting business with the State?” then the answer to the next question “In the event that you are employed in the Public Service, you immediately relinquish such business interests?” can be left blank or indicated as not applicable. A “not applicable” or blank response will be allowed on the question “If your profession or occupation requires official registration, provide date and particulars of registration”; if you are not in possession of such registration. Noting there is limited space provided for Part E, F & G, applicants often indicate “refer to Curriculum Vitae (CV) or see attached”, this is acceptable as long as the CV has been attached and provides the required information. If the information is not provided in the CV, the applicant may be disqualified. It must be noted that a CV is an extension of the application of employment Z83, and applicants are accountable for the information that is provided therein. Applicants currently employed by the public service do not need to complete Part F as the section is intended for those seeking re-employment, as their prior employment can be verified through their CV. The declaration should be completed and signed. Applicants must utilize the most recent Z83 application for employment form as issued by the Minister of Public Service and Administration in line with Regulation 10 of the Public Service Regulations, 2016, failure to do so results in disqualifications. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and detailed Curriculum Vitae. It must be noted that the CV is an extension of an application of an employment Z83, and applicants are accountable for the information that is provided therein. The Z83 form must be completed in the manner that allows the selection committee to assess the quality of the candidate based on the information that is contained in the form. The Department will require shortlisted candidates to provide certified copies of their qualifications and any other relevant document, which must be submitted to HR on or before the interview date. A specific reference number for the post applied for must be quoted in the space provided on the new form Z83. Applicants with foreign qualifications remain responsible for ensuring that their qualifications are evaluated by the South African Qualifications Authority (SAQA) and therefore must submit the copies of certificates and evidence of evaluation by the SAQA for foreign qualification if they are invited to attend

interviews. Successful incumbents will be expected to sign a performance agreement within one month after assumption of duty. All shortlisted candidates will be subjected to a security clearance and verification of qualifications. Shortlisted applicants will be required to provide their original qualification certificates and ID on the day of the interview for other relevant verification purposes. The recommended candidate will further be subjected to Personnel Suitability Checks, including financial disclosure requirements, social media screening, and other relevant verification processes. All successful candidates will be subjected to the applicable security clearance processes. All shortlisted candidates will be subjected to pre-entry assessments prior to the interview process. All shortlisted candidates for SMS posts, will be subjected to a technical exercise and Interview. Following technical exercise and interview, a maximum of three (3) candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity. To ensure that potential SMS members have a background on processes and procedures linked to the SMS, a further requirement for appointment at SMS level will be the successful completion of the Senior Management Pre-entry Programme (Nyukela) as endorsed by the National School of Government with effect from 1st April 2020. This is a Public Service specific training programme which will be applicable for appointments at SMS level. The link for the completion of the pre-entry certificate is as follows: www.thensg.gov.za/training-course/sms-pre-entry-programme. Individuals who have completed the course already, and who are therefore in possession of a certificate are welcome to submit such. However, all SMS short-listed candidates will be required to have completed certificate and submit such upon appointment. All shortlisted candidates for other posts shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process. Correspondence will be limited to short-listed candidates only, due to the large number of applications we envisage to receive and if you have not heard from the Department within 90 days of the closing date, please accept that your application has been unsuccessful. However, should there be any dissatisfaction, applicants are hereby advised to, within 90 days, request reasons from the Department for any administrative action which has adversely affected them in terms of section 5, sub-section 1 and 2 of the Promotion of Administrative Justice Act 3 of 2000. The Department reserves the right not to make any appointment to the post advertised. The employment decision shall be informed by the Employment Equity Plan of the Department. NB! Candidates who applied before for the re-advertised vacant post are encouraged to re-apply.

MANAGEMENT ECHELON

POST 29/226 : **DIRECTOR: RISK BASED & INFORMATION SYSTEM AUDIT REF NO: LPT/527**
Branch Shared Internal Audit Services
(Re-advertisement)

SALARY : R1 317 384 per annum (Level 13), all-inclusive package which can be structured according to the individual's needs as guided by the Department of Public Service and Administration (DPSA) prescripts)

CENTRE : Head Office - Polokwane

REQUIREMENTS : NQF Level 7 qualification in Auditing / Accounting or related field as recognized by the SAQA. PIA / CIA / CISA / AGA (SA) / Government Auditors / RA / CA(SA) will be an added advantage. 5 years' working experience at a middle / senior managerial level in Auditing. Experience in Information Systems Audits will be an added advantage. Valid vehicle driver's license (with exception of persons with disabilities). Core & Processes Competencies: Strategic Capability and Leadership. People Management and Empowerment. Programme and Project Management. Financial Management. Change Management. Knowledge Management. Service Delivery Innovation (SDI). Problem-solving and Analysis. Client orientation and Customer focus. Communication. Honesty and Integrity. Ability to Manage and oversee project implementation processes and activities. Knowledge of variety of work ranges and procedures: Managerial functions. Finance. Human Resource matters. Planning and organizing. Compilation of reports. Research \ analysing. Computer Technical / standards

/ procedures. Needs and priorities of the Department. Ability to interpret and apply policy. Analytical and innovative thinking. Research. Report writing Workshop presentation and facilitation. Ability to operate computer. Stakeholder relationship and management.

DUTIES : Manage Information Systems and Cluster 4 (ARD, EDET & TCS) directorate of the Shared Internal Audit Function efficiently and effectively, including ensuring that there is effective financial management and risk management. Manage the implementation of Combined Assurance Plans of Governance, Risk, Control and Compliance of processes in the Cluster 4 Provincial Departments. Ensure delivery of efficient and value adding assurance services in the Directorate. Manage Cluster 4 to foster continuous improvement, innovation, and adherence to the Institute of Internal Auditor's International Professional Practice Framework. Manage ethical conduct and anti-fraud practices on the staff allocated to Cluster 4 in Shared Internal Audit.

ENQUIRIES : Ms Elizba Kotze Tel No: (015) 298 7000

OTHER POSTS

POST 29/227 : **DEPUTY DIRECTOR: EMPLOYEE HEALTH & WELLNESS REF NO: LPT/81**
Directorate: Transformation Services

SALARY : R932 292 per annum (Level 11), (all-inclusive package which can be structured according to the individual's needs as guided by the Department of Public Service and Administration (DPSA) prescripts)

CENTRE : Head Office - Polokwane

REQUIREMENTS : NQF level 6 qualification in Social Work / Psychology or related field as recognized by SAQA. Registration with HPCSA will be an added advantage. Five (5) years' experience within the field of which three (3) years' functional experience at junior managerial level / Assistant Director level in Employee Health and Wellness Programme. Valid vehicle driver's license (with exception of persons with disabilities). Knowledge & Skills: Sound and in-depth knowledge of relevant prescripts, and applications of DPSA EHW Strategic Framework, 2008 as amended as well as understanding of the legislative framework governing the Public Service such as; Children's Act no 38 of 2005. Skills Development Act. Basic Conditions of Employment Act. Labour Relations Act. Public Service Act. Administrative Justice Act. Promotion of Access of Information Act. Promotion of Access of Information Act. Public Service Regulations and various Bargaining Council Resolutions. National Strategic Plan on HIV, STIs and TB. Mental Health Act, OHS Act. Negotiation skills. Report writing skills. People management. Financial solving. Planning & organizing. Time management. Strategic planning. Policy analysis and development. Good communication skills. Group dynamics. Facilitation skills. Co-ordination skills. Leadership skills. Conflict Management.

DUTIES : Manage and monitor the implementation of HIV AND AIDS, STI's and TB (HAST) Progamme. Ensure the maximation of opportunities for all employees to participate in HIV testing services. Manage and monitor the implementation of HIV, STI's and TB prevention to reduce new infections in the department. Ensure the provision of educational sessions to protect and promote the human rights and access to Justine of all employees. Develop, monitor and evaluate the implementation of peer educator's programme. Develop and monitor HAST costed operational plans. Manage and monitor the implementation of health and productivity management (HPM) program. Manage communicable and non-communicable diseases. Manage and monitor the provision of wellness screening. Manage and monitor the provision of disease management activities. Analyse, interpret, report chronic disease and related health risk in the department. Management the provision of mental health programmes. Develop and monitor HPM costed operational plan. Manage and monitor the implementation of safety health environment risk and Quality (SHERQ) assurance in line with the Occupational Health & Safety Act. Ensure the provision and promotion of occupational health and safety educational sessions. Ensure Occupational Health Safety administrative compliance. Manage and monitor the implementation of SHERQ risk assessment. Manage and monitor OHS Audits. Analyse workplace reports and advise management. Manage and monitor Occupational Injuries and Diseases in line with Compensation of Occupational Injuries and Diseases Act (COIDA). Manage and monitor the implementation of wellness management programmes. Manage and monitor the implementation of individual wellness physical

interventions. Analyse the utilization of physical wellness activities. Manage and provide supervision on individual wellness psychosocial interventions. Manage implementation of organisational wellness. Manage and monitor the implementation of work-life balance programmes. Co-ordinate the implementation of spiritual wellness. Develop, implement, and monitor the EH&W policies. Develop / review policies, systems operating procedures and strategies related to EH&W. Coordinate consultative processes on the development and review of EH&W policies. Manage and monitor implement and monitor policies, procedures, systems and strategies related to EHW. Manage and utilise resources (Human, Physical and Financial) in accordance with relevant directives and legislation. Provide effective supervision and mentorship to the EH&W coordinators. Manage performance and appraisal of the staff as required by regulations. Consolidate and conduct quality assurance of EH&W monthly, quarterly and annual evaluation reports. Ensure capacity and development of staff. Enhance and maintain employee motivation and cultivate a culture of performance management. Manage allocated budget for implementation of EH&W programmes. Executive administrative functions (attend stakeholders engagement meetings and ensure DPSA compliance reports are compiled and submitted timeously).

ENQUIRIES : Mesdames Elizba Kotze / B.P. Chaka / Conny Kgadima / K.H. Moremi / Mr. J.S. Nduli Tel No: (015) 298 7000

POST 29/228 : **DEPUTY DIRECTOR'S: SCM GOVERNANCE & COMPLIANCE REF NO'S: LPT/342 & LPT/344 (X2 POSTS)**
Directorate: SCM Governance & Compliance

SALARY : R932 292 per annum (Level 11), (all-inclusive package which can be structured according to the individual's needs as guided by the Department of Public Service and Administration (DPSA) prescripts)

CENTRE : Head Office - Polokwane

REQUIREMENTS : NQF level 7 qualification in Supply Chain Management / Financial Management / Accounting or related as recognized by SAQA. Certificate in Supply Chain Management will be an added advantage. Five (5) years' experience within the field of which three (3) years' experience at junior managerial level / Assistant Director level in the broader Supply Chain Management Environment. Valid vehicle driver's license (with exception of persons with disabilities). Knowledge & Skills: Knowledge of the Public Finance Management Act, (PFMA). PPPFA. Treasury Regulations. National & Provincial SCM Policies. Relevant case law. Knowledge of Public sector Fraud &Corruption prevention frameworks. Skills. Leadership. Ability to translate legislative requirements into practical, risk-based compliance strategies. Analytical Thinking. High proficiency in data analysis, identifying red flags and interpreting complex procurement scenarios. Legal drafting. Skill in drafting policies circulars and legal opinions on SCM matters. Stakeholder Management. Excellent ability to engage and influence Senior Officials and Auditors.

DUTIES : Manage the implementation of SCM Compliance monitoring systems. Conduct sample-based reviews or assessment of bid committees (specifications, evaluation adjudication), contract awards, deviations, expansions, and emergency procurements. Monitor the assigned departments to ensure that SCM processes (planning, procurement, contract management, and disposal) adhere to the Public Finance Management Act (PFMA). Treasury Regulations, PPPFA, and other relevant prescripts. Review and validate compliance reports, ensuring accuracy, evidence-based findings and alignment with Treasury Regulations and relevant case law. Monitor and evaluate the performance of the SCM monitoring system. Implement a system for the monitoring and evaluation of the performance of the SCM monitoring framework. Monitor the implementation and progress of the SCM monitoring framework through site visits to the assigned institutions. Analyse data and compile reports on the analysis of compliance with established SCM measured and prescribed parameters for: procurement plans quarterly and annually), bid processes specifications and tender procedures, contract terms, supplier / service provider delivery standards, procurement by other means and changes to procurement standards. Propose updates to provincial SCM policies, standards operating procedures, (SOPs) and checklist based recurring compliance gaps identified during monitoring activities. Manage the implementation of SCM Capacity Building programmes / initiatives. Develop

and deliver targeted training sessions for SCM Practitioners and Bid Committee Members within the assigned departments. Monitor and support the implementation of the CSD RFQ Functionality within the institutions assigned. Assist assigned departments with Root Cause Analysis for their SCM Audit Findings and monitor the implementation of their Audit Action Plans. Coordinate the implementation of the SCM Compliance Risk Assessment and Monitoring (SCM CRAM). Evaluate the current Provincial SCM Compliance Risk environment maturity levels and risks. Identify areas for improvement. Develop improvement plans and ensure the implementation of these plans.

ENQUIRIES : Mesdames Elizba Kotze / B.P. Chaka / Conny Kgadima / K.H. Moremi / Mr. J.S. Nduli Tel No: (015) 298 7000

POST 29/229 : **DEPUTY DIRECTOR: GOVERNANCE MONITORING AND COMPLIANCE (DEPARTMENTS) REF NO: LPT/394**
Directorate: Governance Monitoring and Compliance

SALARY : R932 292 per annum (Level 11), (all-inclusive package which can be structured according to the individual's needs as guided by the Department of Public Service and Administration (DPSA) prescripts)

CENTRE : Head Office - Polokwane

REQUIREMENTS : NQF level 7 qualification in Commerce / Accounting / Financial Management / Internal Auditing as recognized by SAQA. Five (5) years' experience within the field of which three (3) years' functional experience at junior managerial level / Assistant Director level in Governance, Monitoring & Compliance, or related field. Valid vehicle driver's license (with exception of persons with disabilities). Knowledge & Skills: Planning, Coordinating, and organizing, Managerial functions, Secretarial functions, Projects Coordination. Finance. Compilation of reports. Research / analysing. Ability to operate Computer Software Programs (Word, Excel and PowerPoint). Standards/procedures. Needs and priorities of the Department. Competencies: Ability to interpret and apply Treasury Directives, PFMA and Treasury Regulations. Analytical and innovative thinking. Report writing and presentation. Leadership. Organizing. Project Management. Conflict Management. Financial Management. Strategic Management. Policy formulation. Adaptability during changes to meet the goals. Diversity Management. Minutes taking. Meeting Coordination. Communication Skills.

DUTIES : Manage the implementation of compliance to norms, standards, policies and guideline. Facilitate the research and quality assure the drafted policies and guidelines for the province. Facilitate the process of drafting new policies and guidelines in terms of Section 18 of the PFMA. Identify cutting edge monitoring and evaluation methodologies to ensure effective monitoring of financial management. Manage compliance with the applicable legislation. Coordinate the process of issuing directives on the management of unwanted expenditure (irregular, fruitless and wasteful and unauthorized expenditures). Develop a reporting template, evaluation, advising and ensuring correct disclosure of the unwanted expenditure in the Financial Statement. Review audited AFS to confirm the unwanted expenditure identified by Audit General. Review irregular expenditure applications for condonement by IECC. Do follow ups on unwanted expenditures on quarterly. Draft IECC minutes and resolutions. Draft feedback letters to departments as per IECC recommendations. Facilitate listing/delisting of public entities (including subsidiaries) to National Treasury. Facilitate the review of governance compliance (Companies Act and King V) by Provincial Public Entities (including subsidiaries). Manage the attendance of Audit Steering Committees' meetings to provide technical assistant to both Office of the Auditor General, Departments and Public Entities (including Subsidiaries). Assess 30 days payments in line with NT Instruction Note number 34. Provide support to governance and oversight structure. Audit Committees: Facilitate the appointment of Provincial Audit Committee by Provincial Executive Committee in terms of section 3.1 and 27.1 of Treasury Regulations. Facilitate logistical arrangements for Audit Committee and Provincial Technical Committee. Manage the availability of secretariat functions for governance forums. Receive and analyse reports from Provincial Legislature. SCOPA: Conduct monthly follow up with departments and public entities on the implementation of Scopa resolutions. Set up the meetings with the various stakeholders. Visits departments and public entities monthly to ensure the implementation of the resolutions. Provide assistance / technical advice on how to resolve some of the resolutions. Prepare the register for all the resolutions taken to be signed by both the departments and public entities

and Treasury. Attend all SCOPA public hearings. Take minutes during the public hearings for support of draft resolutions. Review audited AFS of departments for correct disclosure of unauthorised expenditure. Motivate to Legislature whether identified unauthorised expenditure should be approved with funding or not. Upon the receipt of SCOPA resolutions inform the Legal Services (OTP) to draft Finance Bill. Manage provincial internal control framework. Develop and amend Provincial Internal Control Framework. Develop monitoring tool to monitor implementation of the Framework by Institutions. Facilitate review and amendment of the Provincial Internal Control Framework. Produce Provincial Report to inform Oversight structures about the status of Internal Control in the Institutions. Coordinate provincial forensic investigations in the province. Develop and amend Provincial Investigation Steering Framework for approval by the Committee. Serve as a Secretariat for the Provincial Investigation Steering Committee. Develop Terms of References as requested by the Investigation Steering Committee for Investigations. Liaise and provide support to Forensic Investigation Firms appointed. Follow-up with Institutions on implementation of Forensic Investigations Recommendations. Manage the sub-directorate's resources in line with application legislation. Develop and review the Sub-Directorate's plans. Manage performance of employees within the Sub-Directorate. Develop MOUS for supervisees and monitor implementation throughout the year. Motivate employees and ensure discipline within the Sub-Directorate. Ensure capacity and development of staff. Participate in the directorate's budget planning processes and ensure proper utilization of resources in accordance with applicable prescripts. Ensure proper management and accountability for assets within the Sub-Directorate.

ENQUIRIES : Mesdames Elizba Kotze / B.P. Chaka / Conny Kgadima / K.H. Moremi / Mr. J.S. Nduli Tel No: (015) 298 7000

POST 29/230 : **DEPUTY DIRECTOR: GOVERNANCE MONITORING AND COMPLIANCE (PUBLIC ENTITY SUPPORT) REF NO: LPT/395**
Directorate: Governance Monitoring and Compliance

SALARY : R932 292 per annum (Level 11), (all-inclusive package which can be structured according to the individual's needs as guided by the Department of Public Service and Administration (DPSA) prescripts)

CENTRE : Head Office - Polokwane

REQUIREMENTS : NQF level 7 qualification in Commerce / Accounting / Financial Management / Internal Auditing or related field as recognized by SAQA. Five (5) years' experience within the field of which three (3) years' functional experience at junior managerial level / Assistant Director level in Governance / Compliance / Internal Control / Finance / Auditing Environment (External & Internal Audit) or related field. Valid vehicle driver's license (with exception of persons with disabilities). Knowledge & Skills: Planning, Coordinating, and organizing, Managerial functions, Secretarial functions, Projects Coordination. Finance. Compilation of reports. Research / analysing. Computer software programs (word, excel and power point). Standards/procedures. Needs and priorities of the Department. Competencies: Ability to interpret and apply Treasury Directives, PFMA and Treasury Regulations. Analytical and innovative thinking. Report writing. Workshop presentation and facilitation. Ability to operate computer. Leadership. Organizing. Project Management. Conflict Management. Financial Management. Strategic Management. Policy formulation. Adaptability during changes to meet the goals. Diversity Management. Minutes taking. Meeting Coordination. Communication Skills.

DUTIES : Monitor implementation of action plan on auditor general audit findings by public entities. Coordinate and monitor consistent application of the Action Plan Template by Public Entities. Coordinate workshops and information sharing session with all Public Entities to ensure common understanding of the Action Plan Template on the implementation of Auditor General Audit Findings. Coordinate and monitor implementation of AG Audit findings through Action Plan by Public Entities. Analyse progress report for oversight structures on the implementation of AG Action Plans, House or SCOPA Resolutions, Unwanted Expenditures and Internal audit Findings. Analyse the Action Plan populated template with AG Audit findings from Public Entities and recommend corrective measures where necessary. Meet with Public Entities Action Plan Coordinators on a quarterly basis to discuss compliance outcomes. Attend Audit Committees and Audit Steering Committee meetings to discuss audit issues and other transversal matters. Identify innovative monitoring and evaluation

methodologies to ensure effective monitoring of financial management. Manage compliance with the applicable legislation. Analyse and monitor the application of the PFMA and Treasury Regulations Compliance checklists / Template. Attend Audit and Risk Committee Meetings of Public Entities to track compliance universe. Coordinate workshops and information sharing session with all public entities to ensure common understanding of the PFMA compliance template, companies ACT, King III and other relevant policies. Coordinate and monitor PFMA compliance by public entities through sending compliance template and receive feedback from entities on a quarterly basis. Analyse PFMA populated template with information from public entities and recommend corrective measures where necessary. Meet with entities PFMA compliance coordinators on a quarterly basis to discuss compliance outcomes. Develop a reporting template, evaluation, advising and ensuring correct disclosure of the unwanted expenditure in the financial statements. Facilitate listing/delisting of public entities (including subsidiaries) to National Treasury. Facilitate the review of governance compliance (Companies Act and King V) by Provincial Public Entities (including Subsidiaries). Manage the attendance of Audit Steering Committees' meetings to provide technical assistant to both Office of the Auditor General, Departments and Public Entities (including Subsidiaries). Develop template for reporting on implementation of corrective action emanating from exceptions reported by Office of the Auditor General. Provide support to governance and oversight structure. Coordinate and monitor the functioning of oversight structures such as Audit & Risk Committees and Audit Steering Committees within Public Entities. Ensure the existence of the Central Inter-Departmental Remunerative Committee for Public Entities. Coordinate and monitor the development of Annual Schedule for Central Inter Departmental Remunerative Committee and make sure it is aligned with the Provincial Corporate Calendar. Obtain annual schedules for Audit Committees and Audit Steering Committee meetings for Public Entities. Attend and provide support to Public Entities Audit Committee as well as Audit Steering Committee meetings. Provide secretariat services to the Central Inter-Departmental Remunerative Committee. Facilitate the appointment of Provincial Audit Committee by Provincial Executive Committee in terms of section 3.1 of Treasury Regulations. Conduct analysis on delegation of authority. Coordinate and monitor the implementation of SCOPA or House Resolutions. Attend SCOPA meetings with the relevant Public Entity as and when required. Coordinate and monitor the implementation of all investigations including Forensic Investigation and report to Oversight Structures. Coordinate and monitor the delegation of authority template by public entities. Coordinate and monitor implementation delegation of authority by Public Entities. Analyse progress report for oversight structures on the implementation of delegation of authority by Public Entities. Meet with Public Entities Action Plan Coordinators on a quarterly basis to discuss compliance outcomes.

ENQUIRIES : Mesdames Elizba Kotze / B.P. Chaka / Conny Kgadima / K.H. Moremi / Mr. J.S. Nduli Tel No: (015) 298 7000

POST 29/231 : **DEPUTY DIRECTOR: FINANCIAL MANAGEMENT CAPACITY BUILDING (PERSAL TRAINING) REF NO: LPT/424**
Directorate: Financial Management Capacity Building

SALARY : R932 292 per annum (Level 11), (all-inclusive package which can be structured according to the individual's needs as guided by the Department of Public Service and Administration (DPSA) prescripts)

CENTRE : Head Office - Polokwane

REQUIREMENTS : NQF level 7 qualification in Financial Management / Public Finance as recognized by SAQA. Five (5) years' experience within the field of which three (3) years' experience at junior managerial level / Assistant Director level in Financial Management / Financial Systems Training Environment. Valid vehicle driver's license (with exception of persons with disabilities). Knowledge & Skills: Knowledge of variety of work ranges, procedures, and legislative frameworks as, Public Finance Management Act, (PFMA). Treasury Regulations. Public Service Act. Public Service Regulations. Batho Pele Principles. Personnel and Salary Administration System (PERSAL). Ability to operate a computer. Organising. Adaptability during changes to meet the goals. Innovation and problem solving.

DUTIES : Conduct and manage PERSAL Training in Limpopo Province. Conduct Quality assurance during Regional Training. Report back on training observations.

Analyse and evaluate questionnaires (course and trainer), compile course reports and submit to Director: Financial Management Capacity Building. Compile reports (course, monthly, quarterly) and submit to Director. Clarify Financial systems training related information with subordinates as and when needed. Manage financial systems training at National Treasury for courses not offered in Limpopo Province. Attend various Financial Management System forums. Develop PERSAL Provincial Training Schedules in consultation with stakeholders and trainer's as per the APP. Submit training schedules to the HoD for approval via the Director's Office. Distribute provincial training schedules to all departmental CFO's and system controllers as well as upload on TMS. Monitor training centres. Visit training centres at Head Office and the regions as and when required. Report any challenges / problems at the training centres to the relevant Directorates for resolution. Monitor trainers for the contents taught. Moderation of scripts. Supervise subordinate's (Assistant Directors and Trainers). Oversee that trainers train as per approved provincial training schedules. Monitor the marking and assessment done by trainers. Consolidate trainers reports as after each course. Supervise Assistant Directors performance as per job description to meet the given targets. Manage Leave. Database management and reports. Import data file to the training database on TMS. Extract reports in MS-Excel format as required. Monitor the regular updating of the systems training database on TMS and the printing of certificates. Customise excel reports as and when required. Submit reports as and when required.

ENQUIRIES : Mesdames Elizba Kotze / B.P. Chaka / Conny Kgadima / K.H. Moremi / Mr. J.S. Nduli Tel No: (015) 298 7000

POST 29/232 : **DEPUTY DIRECTOR: FINANCIAL MANAGEMENT CAPACITY BUILDING (BAS & LOGIS TRAINING) REF NO: LPT/426**
Directorate: Financial Management Capacity Building

SALARY : R932 292 per annum (Level 11), (all-inclusive package which can be structured according to the individual's needs as guided by the Department of Public Service and Administration (DPSA) prescripts)

CENTRE : Head Office - Polokwane

REQUIREMENTS : NQF level 7 qualification in Financial Management / Public Finance as recognized by SAQA. Five (5) years' experience within the field of which three (3) years' experience at junior managerial level / Assistant Director level in Financial Management / Financial Systems Training Environment. Valid vehicle driver's license (with exception of persons with disabilities). KNOWLEDGE & SKILLS: - Knowledge of variety of work ranges, procedures, and legislative frameworks as, Public Finance Management Act, (PFMA). Treasury Regulations. Public Service Act. Public Service Regulations. Batho Pele Principles. Basic Accounting System (BAS) and Logistical Information System (LOGIS). Ability to operate a computer. Organising. Adaptability during changes to meet the goals. Innovation and problem solving.

DUTIES : Conduct and manage BAS & LOGIS Training in Limpopo Province. Conduct Quality assurance during Regional Training. Report back on training observations. Analyse and evaluate questionnaires (course and trainer), compile course reports and submit to Director: Financial Management Capacity Building. Compile reports (course, monthly, quarterly) and submit to Director. Clarify Financial systems training related information with subordinates as and when needed. Manage financial systems training at National Treasury for courses not offered in Limpopo Province. Attend various Financial Management System forums. Develop BAS & LOGIS Provincial Training Schedules in consultation with stakeholders and trainer's as per the APP. Submit training schedules to the HoD for approval via the Director's Office. Distribute provincial training schedules to all departmental CFO's and system controllers as well as upload on TMS. Monitor training centres. Visit training centres at Head Office and the regions as and when required. Report any challenges / problems at the training centres to the relevant Directorates for resolution. Monitor trainers for the contents taught. Moderation of scripts. Supervise subordinate's (Assistant Directors and Trainers). Oversee that trainers train as per approved provincial training schedules. Monitor the marking and assessment done by trainers. Consolidate trainers reports as after each course. Supervise Assistant Directors performance as per job description to meet the given targets. Manage Leave. Database management and reports. Import data file to the training database on TMS. Extract reports in MS-Excel

format as required. Monitor the regular updating of the systems training database on TMS and the printing of certificates. Customise excel reports as and when required. Submit reports as and when required.

ENQUIRIES : Mesdames Elizba Kotze / B.P. Chaka / Conny Kgadima / K.H. Moremi / Mr. J.S. Nduli Tel No: (015) 298 7000

POST 29/233 : **DEPUTY DIRECTOR: FINANCIAL ACCOUNTING & REPORTING REF NO: LPT/414**
Directorate: Financial Accounting & Reporting

SALARY : R932 292 per annum (Level 11), (all-inclusive package which can be structured according to the individual's needs as guided by the Department of Public Service and Administration (DPSA) prescripts)

CENTRE : Head Office - Polokwane

REQUIREMENTS : NQF level 7 qualification in Financial Accounting or related field as recognized by SAQA. Five (5) years' experience within the field of which three (3) years' functional experience at junior managerial level / Assistant Director level in Financial Accounting or related field. Valid vehicle driver's license (with exception of persons with disabilities). Knowledge & Skills: Knowledge of variety of work ranges and procedure such as Managerial functions; Finance. Planning & organising. Compilation of reports. Research / analysing. Computer. Ability to interpret and apply Treasury Directives. PFMA. GAAP & GRAP. Treasury Regulations. Needs and priorities of the Departments and Public Entities. Skills: Interpretation of accounts. Analytical and Innovative thinking. Financial accounting skills. Report Writing skills. Advance Excel. Leadership. Organising & Planning. Conflict Management. Financial management. Strategic Management. Policy Formulation.

DUTIES : Develop and implement systems and processes to improve sound financial management and Audit outcomes. Compile provincial standards operating procedure to ensure implementation and adherence by all public entities and subsidiaries. Implement National Treasury prescripts and approved accounting standards. Review and report on the quality of interim and annual financial statements. Manage the clearance of monthly suspense accounts for public entities and subsidiaries. Manage the clearance of monthly inter-department accounts for public entities and subsidiaries. Review the implementation of National Treasury Instruction notes by public entities and subsidiaries. Manage consolidated annual financial statements. Review the consolidated annual financial statements. Review Accounting Officers report. Review an audit file to support the consolidated Annual Financial Statements (AFS). Liaison with external stakeholders. Manage the component. Perform strategic and operational planning. Manage stakeholder relationships. Oversee the administrative support functions. Perform people management and financial management functions.

ENQUIRIES : Mesdames Elizba Kotze / B.P. Chaka / Conny Kgadima / K.H. Moremi / Mr. J.S. Nduli Tel No: (015) 298 7000

POST 29/234 : **ASSISTANT DIRECTOR: ENTERPRISE RISK MANAGEMENT REF NO: LPT/15**
Directorate: Enterprise Risk Management

SALARY : R487 197 per annum (Level 09)

CENTRE : Head Office - Polokwane

REQUIREMENTS : NQF level 7 qualification in Risk Management or related field as recognized by SAQA. Three (3) years' functional experience at supervisory level / Senior /Risk Officer/ Senior / Risk Practitioner within Risk Management. Valid vehicle driver's license (with exception of persons with disabilities). Knowledge & Skills: Knowledge of variety of work ranges and procedures such as: Planning & Organising. Public Administration knowledge and experience. Risk Management and Audit knowledge and experience. Effective presentation and reporting skills. Research / analysing. Ability to operate computer. Ability to interpret and apply policy. Problem solving. Analytical and innovative thinking. Research. Report writing and workshop presentation and facilitation. Ability to operate Risk Management Software. Organising. Project Management. Conflict Management.

DUTIES : Assist with the development and implementation of the Enterprise Risk Management strategy. Assist the Deputy Director to initiate, coordinate and implement an Enterprise Risk Management Strategy and plan within the

department. Initiate and implement an Enterprise Risk Management strategy and plan within the department. Ensure implementation appropriate risk responses. Implement the Risk Register for the department. Implement education and awareness on risk management within the department. Examine prompt implementation of the developed risk responses to remedy any significant weaknesses. Examine the effectiveness of risk management within the department. Integrate Risk Management with all management activities at all levels. Implement functioning of Risk Committee's for the branches. Identifying of risks on an ongoing basis. Assist the Deputy Director to advise executive management on the alignment of the departmental strategy and budget to provincial and national objectives. Assist branches within the department in managing their risks. Continuously monitor and review risks and controls to cater for internal and external changes. Provide guidelines on risk management methodology and reporting channels. Apply the responsibility of physical management of risks at the most appropriate level as well as accountability for achieving positive results. Assess compliance with related Risk Management matters as contained in the applicable Legislation. Assist in conducting yearly risk assessments according to the PFMA.

ENQUIRIES : Mesdames Elizba Kotze / B.P. Chaka / Conny Kgadima / K.H. Moremi / Mr. J.S. Nduli Tel No: (015) 298 7000

POST 29/235 : **ASSISTANT DIRECTOR: TRAINING & DEVELOPMENT REF NO: LPT/48**
Directorate: Employee Utilization & Capacity Building

SALARY : R487 197 per annum (Level 09)
CENTRE : Head Office - Polokwane
REQUIREMENTS : NQF level 6 qualification in Human Resource Management / Public Administration / Public Management as recognized by SAQA. Three (3) years' functional experience at Supervisory level / Senior / Training Officer / Senior / Training Practitioner in Human Resource Development. Valid vehicle driver's license (with exception of persons with disabilities). Knowledge & Skills: Sound and in-depth knowledge of relevant prescripts, application of human resources as well as understanding of the legislative framework governing the Public Service such as: Employment Equity Act, Skills Development Act, Basic Conditions of Employment Act, Labour Relations Act, Public Service Act, Administrative Justice Act, Promotion of Access of Information Act, Public Service Regulations, and various Bargaining Council Resolutions. Negotiation skills. People management. Financial solving. Planning & organizing. Time management. Strategic planning. Policy analysis and development. Good communication skills. Group dynamics. Diversity management. Facilitation skills. Co-ordination skills. Leadership skills. Change and knowledge.

DUTIES : Coordinate workshop learning programs. Ensure that Performance Plan, Key Performance Areas of staff to be incorporated in WSP. Ensure that training provided to be in line with the WSP. Determine training needs, opportunities and requests from staff and management and make recommendations. Coordinate development of programs in the department. Compile an Annual Training Report according to the SETA required standards. Facilitate administration of bursaries. Identify bursary needs in consultation with line managers. Coordinate awarding of full-time and part-time bursaries. Oversee payment of study fees to academic institutions. Develop and ensure implementation of bursary strategy. Monitor bursary contractual obligations. Monitor progress and compliance. Implement leadership strategy. Monitor the HR strategy in relation to the HR planning process. Provide leadership courses, workshops, and educational programs to build specific skills. Regular monitoring and assessing the impact of training and development initiatives within the department with the support of the line manager/reports. Coordinate workshop skills. A summary of all training and development initiatives as well as institutions required for the development of competencies are detailed. Revise training and development requirements are linked to change in service delivery. Use the current Skill Audit Information as part of the gap identification process. Supervise employees and undertake administrative functions in the unit. General supervision of employees. Allocate duties and perform quality control on the work delivered by supervisees. Advice and lead supervisees regarding all aspects of the work. Manage performance, conduct and discipline of supervisees. Ensure supervisees receive the relevant training to perform their duties effectively and efficiently.

ENQUIRIES : Mesdames Elizba Kotze / B.P. Chaka / Conny Kgadima / K.H. Moremi / Mr. J.S. Nduli Tel No: (015) 298 7000

POST 29/236 : **ASSISTANT DIRECTOR: GENDER FOCAL POINT & DIVERSITY MANAGEMENT REF NO: LPT/67**
Directorate Transformation Services

SALARY : R487 197 per annum (Level 09)
CENTRE : Head Office - Polokwane
REQUIREMENTS : NQF level 6 qualification in Public Administration / Human Resource Management / Public Management as recognized by SAQA. Three (3) years' functional experience at Supervisory level / Senior / Admin Officer within Special Programmes / Employment Equity or related field. Valid vehicle driver's license (with exception of persons with disabilities). Knowledge & Skills: Sound and in-depth knowledge of relevant prescripts, application of human resources as well as understanding of the legislative framework governing the Public Services. Children's Act no 38 of 2005. Technical Assistance guidelines on the employment of people with disabilities. Job Access Implementation guidelines and plan on the recruitment, Empowerment and Retention of persons with disabilities. Code of practice of managing disability in the workplace. Gender Equality Strategic Framework for the Public Service. NYDA Act 2008. African Youth Charter. Employment Equity Act. Skills Development Act. Basic Conditions of Employment Act. Labour Relations Act. Public Service Act. Administrative Justice Act. Promotion of Access of Information Act. Public Service Regulations and various Bargaining Council Resolutions. Negotiation skills. Report writing skills. People management. Financial solving. Planning & organizing. Time management. Strategic planning. Policy analysis and development. Good communication skills. Group dynamics. Diversity management. Facilitation skills. Co-ordination skills. Leadership skills. Change and knowledge management.

DUTIES : Coordinate diversity management. Facilitate the identification of barriers to Employment Equity. Conduct information and sharing sessions. Coordinate the compilation of Employment and Equity targets and ensure incorporation into the equity plan. Manage compliance prevails to Employment Equity Acts in the department. Facilitate the completion declaration form by employees and ensure exit interviews. Provide secretarial services to the employment equity forums. Monitor commitment register. Control capturing of data on the system. Monitor popularization of employment equity plan in the department. Ensure mainstreaming of programmes pertaining to gender and woman, disability, youth, and older person as well as human rights. Ensure the establishment of Special Program Forums. Coordinate meetings of the different forums namely youth, disability, women, men, and gender forums. Facilitate the forums dialogue sessions, information sharing sessions and workshops. Monitor the participation of youth in all departmental projects. Monitor and evaluate adherence to mainstream and policy prescripts (tendering process, employment). Conducting of workshops / awareness programmes. Co-ordinate annual internal and external stakeholders performing various ministerial activities / events. Facilitate the development of employment equity plan. Manage circulation of the draft on Employment Equity Annual report in the department for inputs. Coordinate consolidation of the Employment Equity inputs. Coordinate development of Employment Equity Annual report and submission for approval. Coordinate submission of Employment Equity reports to the Office of the Premier and Department of Labour. Drafts of reference for Employment Equity consultative forum. Request and receive inputs from stakeholders. Facilitation and consolidation of the received inputs and submit for decision making. Coordinate the establishment of Employment Equity committee. Perform duties of scriber during EE committee meetings. Coordinate monitoring of the implementation to international and national instruments for women development and gender equality. Ensure the coordination, planning, development, and implementation of EE plan. Coordinate the establishment or functioning of EE forum. Coordinate the development of equity plan for all Branches. Provide guidelines and support to line managers in drafting their EE plans. Coordinate diversity management programmes. Conduct the annual EE review and reporting processes. Coordinate the compilation of the departmental EE profile. Render EE advisory role and coordinate approved recommendations. Coordinate research and analysis of the Departmental Policies and procedures on EE. Coordinate the

evaluation of impact on the implementation of EE Plans. Coordinate and monitor the alignment of National framework on gender with EE plans. Analyse trend, challenges and gaps identified on various gender audit process. Manage the coordination of annual internal and external stakeholders performing various ministerial activities / events. Compile monitoring of the gender equality issues within the departmental strategies. Coordinate the development of action plan for gender mainstreaming. Compile qualitative and quantitative reports for the Head of the Department and Office of the Premier.

ENQUIRIES : Mesdames Elizba Kotze / B.P. Chaka / Conny Kgadima / K.H. Moremi / Mr. J.S. Nduli Tel No: (015) 298 7000

POST 29/237 : **ASSISTANT DIRECTOR: MUNICIPAL INFRASTRUCTURE PERFORMANCE & PUBLIC PRIVATE & PARTNERSHIP REF NO: LPT/267**
Directorate: Municipal Infrastructure Performance & Public Private & Partnership

SALARY : R487 197 per annum (Level 09)
CENTRE : Head Office - Polokwane
REQUIREMENTS : NQF level 7 qualification in Public Administration / Finance / Economics / Infrastructure Planning / Civil Engineering / Build Environment / Development Studies / Commerce or related field as recognized by SAQA. Three (3) years' functional experience at Supervisory level / Senior / Admin Officer within Monitoring Infrastructure Projects / Programmes. Experience in Budget processes will be an added advantage. Valid vehicle driver's license (with exception of persons with disabilities). Knowledge & Skills: Knowledge of MFMA and PFMA. Municipal Infrastructure Grant (MIG) PPP Regulations and Treasury Guidelines. Infrastructure delivery management systems. Government planning & reporting processes. Project Management skills. Financial analysis and reporting. Stakeholder management. Communication and presentation skills. Policy analysis and interpretation. Research and analytical skills. Computer literacy (MS Office.

DUTIES : Provide assistance to infrastructure funding frameworks, long term planning & expenditure in the province. Develop the infrastructure budget against work in progress, commitments, and cost norms if applicable. Develop the pre-feasibility studies. Develop the business plans for municipal Infrastructure Grands in collaboration with National Treasury and relevant National Sector Departments. Develop the financial roll in line with sector specific criteria. Facilitate the review of a minimum of 50% of all Infrastructure projects where spending exceeded 20% of the contract value and express on option on whether the spending was justified. Assess Provincial Infrastructure plans, budgets and provide expects inputs to Provincial Departments and Public Entities. Develop the integrated development and sector plans. Develop the infrastructure procurement strategies / plans prepared by Municipalities Public Entities. Develop the infrastructure procurement delivery management arrangement including capacity of implementing agents, contracts, professional service providers and municipalities to implement their own projects and make recommendation. Consolidate the proof projects / programmes of Infrastructure Plans, SDBIPs and related information sources. Provide support to enforce the optimal utilization and maintenance of Infrastructure by Provincial and Municipal custodians. Develop the maintenance plans and budget for immovable assets by Municipalities in collaboration with Provincial Local Government Departments. Assess the immovable assets transferred to Municipalities are budgeted for and operated effect and efficiently. Provide promotion of alternative services delivery options for Infrastructure for Provincial Departments generic objectives. Conduct studies / research benchmark of service delivery with other institution within the public and private sector. Conduct preliminary evaluations on models to identify the most suitable model for Limpopo Provincial Government. Provide support on projects. Provide assistance with projects inception register. Assess capacity at institutions. Identify develop OOO's projects. Develop the procurement documents of RFQ's, RFP's and PPP's agreements. Provide assistance in line with Departments and Municipalities regarding implementation of contract management.

ENQUIRIES : Mesdames Elizba Kotze / B.P. Chaka / Conny Kgadima / K.H. Moremi / Mr. J.S. Nduli Tel No: (015) 298 7000

POST 29/238 : **ASSISTANT DIRECTORS: PROVINCIAL ASSET MANAGEMENT REF NO: LPT/321 & LPT/322 (X2 POSTS)**
Directorate Provincial Asset Management

SALARY : R487 197 per annum (Level 09)
CENTRE : Head Office - Polokwane
REQUIREMENTS : NQF level 7 qualification in Financial Management / Supply Chain Management or related field as recognized by SAQA. Three (3) years' functional experience at supervisory level / Senior / Admin Officer within Assets Management. Valid vehicle driver's license (with exception of persons with disabilities). Knowledge & Skills: Knowledge of variety of work ranges; procedures and legislative frameworks such as, Knowledge and experience of LOGIS and BAS. Knowledge of government policies, procurement, expenditure and budget practices and related Acts and regulations such as PFMA. Good communication skill. Liaison skill. Networking. Interpersonal skill. Analytical skills. Planning and organizing skill. Change and knowledge management.
DUTIES : Conduct assessment on maintenance of assets register. Draw the monitoring scheduled of visits. Communicate the schedule. Request reconciliation packs. Analyse reconciliations. Verify in verification of supporting documents. Compile the maintenance of Asset Register Assessment Tool. Submission of maintenance of Asset Register Assessment Tool to the Deputy Director. Conduct Assessment on Asset Verification. Request asset verification plan. Receive the asset verification plan. Monitor the progress of asset verification. Verify the supporting documents. Compile Asset verification assessment Tool. Submission of the Asset verification assessment Tool to the Deputy Director. Conduct assessments on Disposal of Assets. Request asset disposal plan. Receive the asset disposal plan. Monitor the disposal activities. Verify the supporting documents. Analyse reconciliation of the disposal proceeds. Compile the Asset Disposal Assessment Tool. Submission of the Asset Disposal Assessment Tool to the Deputy Director. Conduct Assessments on the safeguarding of Assets. Draw the monitoring schedule of visit. Communicate the schedule. Conduct the inspection. Compile the safeguarding of Asset Assessment Tool. Submission of safeguarding of asset assessment tool to the Deputy Director. Conduct assessments on inventory management. Draw the monitoring schedule of visit. Communicate the schedule. Conduct site inspection. Verify the supporting documents. Compile the Inventory Management Assessment Tool. Submission of Inventory Management Assessment Tool to the Deputy Director.
ENQUIRIES : Mesdames Elizba Kotze / B.P. Chaka / Conny Kgadima / K.H. Moremi / Mr. J.S. Nduli Tel No: (015) 298 7000

POST 29/239 : **ASSISTANT DIRECTOR: SCM GOVERNANCE & COMPLIANCE REF NO: LPT/346**
Directorate: SCM Governance & Compliance

SALARY : R487 197 per annum (Level 09)
CENTRE : Head Office - Polokwane
REQUIREMENTS : NQF level 7 qualification in Supply Chain Management / Financial Management as recognized by SAQA. Three (3) years' functional experience at Supervisory level / Senior / Admin Officer within Supply Chain Management or related field. Valid vehicle driver's license (with exception of persons with disabilities). Knowledge & Skills: Knowledge of variety of work ranges and procedures such as Knowledge of Public Sector SCM policies and procedures. Technical / standards / procedures. Finance. Planning and organising. Needs and priorities of the department. Legal background. Ability to interpret and apply policy. Analytical and communication. Ability to operate computer. Adaptability during changes to meet the goals. Financial Management. Policy formulation. Leadership. Research. Strategic Management.
DUTIES : Management of tender bulletin. Receive tender advertisement request from departments. Analyses the request submitted by departments. Assess bid documents and liaise with institutions on enquiries. Capture the submitted draft for verification. Distribute bulletin of various stakeholders for publication. Management of procurement plans and reporting. Facilitate and co-ordinate submission of the Procurement Plans reports by institutions. Facilitate and co-ordinate analysis and consolidation of Procurement Plans reports. Facilitate and co-ordinate communication with departments / entities with regard to non-

submission of Procurement Plans report. Facilitate end co -ordinate generation of quarterly Procurement Plan reports. Facilitate and co-ordinate record keeping of the Procurement Plans reports. Arrange SCM forum and capacity building. Arrange SCM capacity building. Invite members. Prepare SCM forum documentations. Prepare the attendance register Minutes taking. Filling of SCM Forum proceedings. Management of deviation and variations/ extensions expansions. Recording of Deviation/ variations/ extensions /expansions Reporting two days after the reporting to Treasury. Capture deviation / variations / extensions / expansions. Analysis of deviation reporting variations / extensions / expansions. Reporting on quarterly basis.

ENQUIRIES : Mesdames Elizba Kotze / B.P. Chaka / Conny Kgadima / K.H. Moremi / Mr. J.S. Nduli Tel No: (015) 298 7000

POST 29/240 : **ASSISTANT DIRECTOR: SCM CLIENT SUPPORT (VHEMBE) REF NO: LPT/374**
Directorate SCM Client Support

SALARY : R487 197 per annum (Level 09)
CENTRE : Vhembe SCM Client Support
REQUIREMENTS : NQF level 7 qualification in Supply Chain Management / Commerce as recognized by SAQA. Three (3) years' functional experience at Supervisory level / Senior / Admin Officer / SCM Practitioner in Public Sector Supply Chain Management. Valid vehicle driver's license (with exception of persons with disabilities). Knowledge & Skills: Knowledge of variety of work ranges and procedures such as: Knowledge of public sector SCM policies and procedures. Technical/standards/procedures. Finance. Planning and organising. Computer. Needs and priorities of the department. Legal background. and apply policy. Analytical and communication. Ability to operate computer. Adaptability during changes to meet the goals. Financial Management. Policy formulation. Leadership. Research. Strategic Management.
DUTIES : Provide SCM capacity building for suppliers. Participate in the development of SMME Capacity Building Programme for SMMEs on public sector procurement for the district. Mobilization of SMMEs for the Capacity Building workshops / roadshows. Conduct workshops and awareness roadshow with suppliers and communities on public sector SCM policies and procedures updates. Provide support to suppliers on completion of Standard Bidding Documents. Provide support to supplier on access to central supplier database and other procurement platforms (SCM ICT). Provide walk-ins and online support to suppliers on new registration into the National Central Supplier database. Provide walk-ins and online support to suppliers on update of their information into the CSD. Provide support and capacitate suppliers on accessing government tender opportunities on e-tender Portal. Provide support and capacitate suppliers on accessing SCM Policy information from government departments and OCPO website. Provide capacity to suppliers on state procurement systems (CSD RFQ Functionality, E- Submissions). Provide walk-in and online support to suppliers with uploading of quotation submissions through the CSD RFQ Functionality. Capacitate suppliers through workshops on the process of the CSD RFQ to upload and check progress on the system. Provide walk-in and online support to suppliers for the e-submissions of tenders. Capacitate suppliers through workshops on the process of e-submissions. Manage resources allocated including HRM within the sub-directorate. Sign performance agreements with the subordinates. Assess the bi-annual and annual performance of the sub-ordinates. Manage the leaves of staff members. Transport management – usage of GG vehicles allocated to the district. Stores management issues.
ENQUIRIES : Mesdames Elizba Kotze / B.P. Chaka / Conny Kgadima / K.H. Moremi / Mr. J.S. Nduli Tel No: (015) 298 7000

POST 29/241 : **ASSISTANT DIRECTORS: GOVERNANCE, MONITORING & COMPLIANCE (DEPARTMENTS) REF NOS: LPT/398 & LPT/403 (X2 POSTS)**
Directorate: Governance, Monitoring & Compliance

SALARY : R487 197 per annum (Level 09)
CENTRE : Head Office - Polokwane
REQUIREMENTS : NQF level 7 qualification in Commerce / Accounting / Financial Management / Internal Auditing as recognized by SAQA. Three (3) years' functional experience at Supervisory level / Senior / Admin Officer within Internal Control

or related field. Valid vehicle driver's license (with exception of persons with disabilities). Knowledge & Skills: Knowledge of variety of work ranges and procedures such as: - Planning, Coordinating and Organizing. Managerial functions. Secretarial Function. Ability to interpret Treasury Directives / PFMA and Treasury Regulations. Compilation of reports. Analysing / Research. Computer Literacy. Standards/procedures. Needs and priorities of the Department. Ability to interpret and apply policy. Analytical and innovative thinking. Report writing. Workshop presentation and facilitation. Leadership. Project Management. Conflict Management. Financial Management. Strategic Management. Policy formulation. Adaptability during changes to meet the goals. Change / diversity.

DUTIES : Coordinate implementation of compliance to norms, standards, policies and guidelines in provincial departments. Draft new policies and guidelines in terms of Section 18 of the PFMA. Coordinate PFMA and Treasury Regulations Compliance checklist or template. Facilitate the financial management capacity maturity model in the departments and ensure that an action plan is developed to address all the gaps identified. Facilitate and support departments and the IECC to address the unwanted expenditures (irregular, fruitless and wasteful and unauthorized expenditures). Monitor implementation and draft reports on the Provincial Audit Steering Committee's framework. Support departments in the development of AGSA audit action plans, monitor and report on implementation of the plan. Analyse and report on 30 days payments compliance in line with NT Instruction Note number 34. Analyse and report on the implementation of resolutions of oversight structures (Audit Committees, SCOPA, etc). Monitor implementation and draft reports Provincial Internal Control Framework. Monitor and draft reports on implementation delegation of authority in departments. Coordinate the process of registration and de-registration of public entities and subsidiaries. Analyse and draft reports on section 54 applications. Prepare and submit consolidated monthly and quarterly reports. Provide support to departments on implementation of house (SCOPA) Resolutions. Visits departments and public entities monthly to ensure the implementation of the resolutions. Provide technical advice on how to resolve some of the resolutions. Prepare and submit monthly & quarterly reports on progress of resolving resolutions by relevant departments. Assist in coordination of PAG's Bilateral sessions with departments in terms of all logistics i.e., issuing meetings invites, agenda, minute, resolutions drafting and attending for engagement.

ENQUIRIES : Mesdames Elizba Kotze / B.P. Chaka / Conny Kgadima / K.H. Moremi / Mr. J.S. Nduli Tel No: (015) 298 7000

POST 29/242 : **ASSISTANT DIRECTOR: GOVERNANCE, MONITORING & COMPLIANCE (PUBLIC ENTITIES) REF NO: LPT/407**
Directorate: Governance, Monitoring & Compliance

SALARY : R487 197 per annum (Level 09)
CENTRE : Head Office - Polokwane
REQUIREMENTS : NQF level 7 qualification in Commerce / Accounting / Financial Management / Internal Auditing as recognized by SAQA. Three (3) years' functional experience at Supervisory level / Senior / Admin Officer within Internal Control or related field. Valid vehicle driver's license (with exception of persons with disabilities). Knowledge & Skills: Knowledge of variety of work ranges and procedures such as: Planning, Coordinating and Organizing. Managerial functions. Secretarial Function. Ability to interpret Treasury Directives / PFMA and Treasury Regulations. Compilation of reports. Analysing / Research. Computer Literacy. Standards/procedures. Needs and priorities of the Department. Ability to interpret and apply policy. Analytical and innovative thinking. Report writing. Workshop presentation and facilitation. Leadership. Project Management. Conflict Management. Financial Management. Strategic Management. Policy formulation. Adaptability during changes to meet the goals. Change / diversity.

DUTIES : Coordinate implementation of compliance to norms, standards, policies and guidelines in provincial public entities including subsidiaries. Draft new policies and guidelines in terms of Section 18 of the PFMA. Coordinate PFMA and Treasury Regulations Compliance checklist or template. Facilitate the financial management capacity maturity model in provincial public entities including subsidiaries and ensure that an action plan is developed to address all the gaps identified. Facilitate and support provincial public entities including subsidiaries

and the IECC to address the unwanted expenditures (irregular, fruitless and wasteful and unauthorized expenditures). Support and monitor governance compliance by provincial public entities (including subsidiaries). Monitor implementation and draft reports on the Provincial Audit Steering Committee's framework. Support provincial public entities including subsidiaries in the development of AGSA audit action plans, monitor and report on implementation of the plan. Analyse and report on 30 days payments compliance in line with NT Instruction Note number 34. Analyse and report on the implementation of resolutions of oversight structures (Audit and Risk Committees, SCOPA, etc). Monitor implementation and draft reports Provincial Internal Control Framework. Monitor and draft reports on implementation delegation of authority in public entities including subsidiaries. Monitor the implementation of delegation of authority by Public Entities. Prepare and submit monthly and quarterly reports. Monitor implementation of unwanted expenditures within departments and public entities. Coordinate and facilitate review of monthly and quarterly registers on unauthorised irregular, fruitless and wasteful expenditures by all public entities. Coordinate Irregular Expenditure Condonement Committee (IECC) meetings in terms of Logistics i.e., attendance registers, preparation and sending of packs, drafting of minutes, and issuing out invites. Receive applications for condonement from public entities and conduct assessment and advise the committee in terms of compliance to PFMA compliance and reporting framework.

ENQUIRIES : Mesdames Elizba Kotze / B.P. Chaka / Conny Kgadima / K.H. Moremi / Mr. J.S. Nduli Tel No: (015) 298 7000

POST 29/243 : **ASSISTANT DIRECTOR: FINANCIAL SYSTEMS IMPLEMENTATION REF NO: LPT/443**
Directorate: Financial Systems Implementation

SALARY : R487 197 per annum (Level 09)
CENTRE : Head Office - Polokwane
REQUIREMENTS : NQF level 6 qualification in Financial Information Systems / Business Analysis / System Development / Information Technology (IT) or related field as recognized by SAQA. Three (3) years' functional experience at Supervisory level / Senior / State Accountant in Business Analysis / Financial Information Systems / System Development. Valid vehicle driver's license (with exception of persons with disabilities). Knowledge & Skills: Sound and in-depth knowledge of ICT operations, Systems development, ICT Governance and Programme / Project Management and relevant ICT regulations and Prescripts. Ability to convert business requirements into ICT technical requirements as well as system development using relevant technology, Promotion of Access of Information Act, Negotiation skills. People Management. Financial solving. Planning & organising. Time management. Strategic Planning. Policy analysis and development. Good communication skills. Computer software programs (Word, Excel and PowerPoint). Facilitation skills. Co-ordination skills. Leadership skills. Change and Knowledge Management. Group dynamics. Diversity Management.

DUTIES : Mapping of business processes to maximise effectiveness and efficiencies in the province. Lay BPM foundation engage on stakeholder analysis and manage BPM projects and formulate future shaping force. Compile process inventory. Establish performance measures, measure process performance, analyse performance gaps, determine process vision and design principle for new processes. Determine improvement approach. Develop high level process alternative and conduct details process design. Develop implementation plan. Monitor process performance. Document all necessary documents. Implement new financial systems and enhance existing. Assess new system requests. Conduct research and benchmark on financial systems. Develop an assessment report. Develop a business case. Prepare / develop implementation plan. Conduct post implementation analysis and support on newly implemented systems. Draft a post implementation and support report. Review and improve on current business processes. Consult with clients (Government Departments) management and personnel to identify, define, and document business needs and objectives, current operational procedures, problems, input requirements, and levels of systems access. Identify opportunities for improving business process through information systems and / or non-system driver changes. Assist in the preparation of proposals to develop new systems and / or operational changes. Identify and document

gaps between current and desired state for systems and process. Develop and maintain project documentation including business requirements, functional specification, and test plans. Participate in project planning and estimation activities. Serve as liaison between business stakeholders and technical teams to ensure that business requirements are accurately translated into technical solutions. Conduct user acceptance testing (UAT) and ensure that solutions meet business requirements. Conduct on job training for end-users. Improve and reengineer existing business processes. Map current business that incorporates financial systems according to Toolkit on Public Service Business Process Mapping. Assist with the development of a business case, scope and requirements documents. Conduct research on implementation approached strategies. Develop assessment reports. Prepare / develop implementation plans. Conduct benchmark exercise on financial systems. Ensure effective participation in administering specific ADHOC projects. Organize meetings with implementing Departments. Scribe meeting discussions. Document minutes and resolution registers. Analyse and document business processes. Conduct readiness assessment for implementation of new systems. Develop assessment reports with recommendation. Develop implementation plans.

ENQUIRIES : Mesdames Elizba Kotze / B.P. Chaka / Conny Kgadima / K.H. Moremi / Mr. J.S. Nduli Tel No: (015) 298 7000

POST 29/244 : **NETWORK CONTROLLER REF NO: LPT/97**
Directorate: Information Communication Technology

SALARY : R413 001 per annum (Level 08)
CENTRE : Head Office - Polokwane
REQUIREMENTS : NQF level 6 qualification in Information Technology (IT) or related field as recognized by SAQA. Two (2) years' functional experience in Information Technology or related field. Valid vehicle driver's license (with exception of persons with disabilities). Knowledge & Skills: Sound and in-depth knowledge of relevant prescripts, and application of human resources as well as understanding of the legislative framework governing the Public Service. Managerial Functions. Finance. Human Resources Matters. Planning and organizing. Compilation of reports. Research/ Analysing. Computer Literate. Negotiation skills; People Management. Financial Management. Problem Solving. Planning & organizing. Time Management. Strategic Planning. Policy analysis and development. Good Communication skills. Group dynamic. Diversity management. Facilitation skills. Co-ordination skills. Leadership skills. Change and knowledge management. Planning and organization skills.

DUTIES : Provide end user technical support. Provide first- and second-line technical support to end users by diagnosing and resolving hardware, software, network, and application-related issues. Assist users with the installation, configuration, and troubleshooting of ICT equipment and standard business applications to ensure effective system usage. Offer guidance, and user assistance to improve ICT literacy and ensure efficient and productive use of organisational systems and services. Administer a secure windows domain and server application environment infrastructure. Manage and maintain the Windows domain environment, including Active Directory, Group Policy, user accounts, and access controls to ensure secure and efficient identity and access management. Administer Windows Server infrastructure and related services, including configuration, patching, performance monitoring, and backup and recovery to ensure system availability and stability. Implement and enforce security controls across the server and domain environment, including access permissions, audit policies, antivirus/endpoint protection integration, and compliance with ICT security standards. Provide and manage LAN services. Design, configure, and maintain Local Area Network (LAN) infrastructure, including switches, routers, cabling, and wireless access points to ensure reliable connectivity. Monitor LAN performance and availability, troubleshoot network issues, and implement corrective actions to minimise downtime and ensure optimal network performance. Implement and enforce network security controls, including VLAN configuration, access control lists, and segmentation to protect organisational data and resources. Provide capacity monitor and planning. Monitor ICT infrastructure and application resource usage (including servers, storage, and network) to identify performance trends and potential capacity constraints. Analyse system performance data and generate capacity reports to support proactive planning and informed decision-making for future ICT requirements. Develop and implement capacity planning strategies to

ensure scalable, efficient, and cost-effective ICT infrastructure aligned with organisational growth and service demand. Implement ICT infrastructure change request. Receive, log, and assess ICT infrastructure change requests to determine impact, feasibility, risks, and alignment with organisational standards and architecture. Plan, schedule, and coordinate the implementation of approved changes to ICT infrastructure, ensuring minimal disruption to operational services. Test, document, and validate implemented changes, including updating configuration records and ensuring successful handover into the production.

ENQUIRIES : Mesdames Elizba Kotze / B.P. Chaka / Conny Kgadima / K.H. Moremi / Mr. J.S. Nduli Tel No: (015) 298 7000

POST 29/245 : **LOGISTIC PRACTITIONER'S REF NO'S LPT/202 & LPT/203 (X2 POSTS)**
Directorate Supply Chain Management

SALARY : R338 106 per annum (Level 07)
CENTRE : Head Office - Polokwane
REQUIREMENTS : NQF level 6 qualification in Supply Chain Management / Financial Management / Logistics Management or related field as recognised by SAQA. Two (2) years' working experience in Logistics / Supply Chain Management or related field. LOGIS Certificate / Results. Knowledge & Skills: Knowledge of variety of work ranges and procedures such as, Managerial functions. Finance. Human Resource matters; Planning and organizing. Compilation of reports. Research \ analysing. Technical / standards / procedures. Needs and priorities of the Department. Ability to interpret and apply policy. Analytical and innovative thinking. Ability to operate computer. Conflict Management. Financial Management. Adaptability during changes to meet the goals. Change / diversity management.
DUTIES : Capture information on the memorandum of goods and services. Check three quotations or letter of award attached to the memorandum of goods and services. Check supporting documents attached to the memorandum before capturing. Check budget allocation. Check specimen signatures. Capturing and committing orders on the LOGIS and BAS systems. Capturing of orders. Capture information from the requisition on the LOGIS system. Verify captured information and modify quotation. Link quotation on the LOGIS system. Capture procurements advise. Approve procurements advise. Administrative duties, Fax entity forms to suppliers, Fax orders to service providers and ensure that they been received. Confirm services with the service providers. Enter accounts copies in the prescribed register and submit to accounts division. File copies of orders in the relevant files. Clearing of outstanding commitments. Cancel orders. Modify orders. Make enquires on outstanding orders.
ENQUIRIES : Mesdames Elizba Kotze / B.P. Chaka / Conny Kgadima / K.H. Moremi / Mr. J.S. Nduli Tel No: (015) 298 7000

POST 29/246 : **SENIOR ADMIN OFFICER: SCM CLIENT SUPPORT (MOPANI) REF NO: LPT/368**
Directorate SCM Client Support

SALARY : R338 106 per annum (Level 07)
CENTRE : Mopani SCM Client Support
REQUIREMENTS : NQF level 6 qualification in Financial Management / Supply Chain Management or related field as recognized by SAQA. Two (2) years' functional experience in Supply Chain Management or related field. Knowledge & Skills: Knowledge of variety of work ranges and procedures such as knowledge of public sector. SCM Policies and procedures. Technical / standards / procedures. Finance. Planning & organising. Computer. Needs and priorities of department. Legal background. Ability to interpret and apply policy. Communication skill. Adaptability during changes to meet the goals. Financial management. Policy formulation. Leadership. Research. Strategic Management.
DUTIES : Provide tendering advisory support services to SMME's. Provision of information, advise training and assistance to all suppliers on CSD during Provincial Events. Facilitation of business information access to suppliers with other government institutions for supplier's empowerment purposes in the district. Assist in walk-ins' with completion of tender documents on daily basis. Mobilize stakeholders for community outreach tendering workshops and

roadshows. Assist with logistical during tendering workshop. Record keeping. Provide support on on-line registration of suppliers on the NCSD. Assist walk – ins suppliers with new online registration onto the National Central Supplier Database (NCSD). Assist walk – in suppliers with the update of their profile on NCSD. Handling of CSD registration queries from suppliers through the District NCSD Call Centre. Keep and maintain internal controls registers. Keep and maintain stores control registers. Keep and maintain equipment's usage control registers. Maintain registry control filing system. Keep and maintain transport control registry. Implement the departmental PMDS. Signing of MOU with supervisor. Quarterly and annual performance reviews with supervisor.

ENQUIRIES : Mesdames Elizba Kotze / B.P. Chaka / Conny Kgadima / K.H. Moremi / Mr. J.S. Nduli Tel No: (015) 298 7000

POST 29/247 : **GENERAL WORKER REF NO: LPT/127**
Directorate Records Management & Auxiliary Services

SALARY : R144 024 per annum (Level 02)
CENTRE : Head Office - Polokwane
REQUIREMENTS : AET /ABET or Grade 10. Knowledge & Skills: Sound and in-depth knowledge of providing housekeeping.
DUTIES : Provisioning of general worker services in the Department. Cut and maintain trees. Maintain departmental yard. Perform cleaning task of the building exterior / surrounding. Ensure proper handling of garden tools and products. Load and off-load furniture, equipment, and any other goods to relevant destination. Move materials from storage areas to designated workspaces. Label and store material as instructed. Perform general duties as allocated by the supervisor. Administer efficient working of all industrial truck and electric hoist to assist to load and move all materials.
ENQUIRIES : Mesdames Elizba Kotze / B.P. Chaka / Conny Kgadima / K.H. Moremi / Mr. J.S. Nduli Tel No: (015) 298 7000

ANNEXURE T

PROVINCIAL ADMINISTRATION: MPUMALANGA
DEPARTMENT OF ECONOMIC DEVELOPMENT AND TOURISM
It is the strategic intent of the Department to promote employment equity in terms of race, gender and disability through the filling of these Graduate Internship Programme with candidates whose appointment will promote equitable representativity in line with the numeric targets as contained in the departmental Employment Equity plan.

APPLICATIONS	:	Applications must be submitted online through the Provincial e-Recruitment Portal at https://erecruitment.mpg.gov.za Applicants are required to register and create a profile on the system before submitting their applications. A comprehensive, recently updated Curriculum Vitae (CV) including three (3) contactable references and all mandatory documents must be uploaded on the portal to apply for these opportunities. No manual, emailed or faxed applications will be accepted.
CLOSING DATE	:	28 August 2026 @ 16h00
NOTE	:	Applications received after the closing date and time will not be considered. Only shortlisted candidates will be required to submit certified copies of qualifications, identity document and any other relevant documents on or before the day of the interview. Shortlisted candidates will be notified of the date, time and venue of the interview. Shortlisted candidate(s) will also be subjected to pre-entry and integrity/ethics assessments. The successful candidates will be subjected to personnel suitability checks that will consist of: criminal record checks, citizenship, financial record checks, qualifications, and verification of any dismissal for misconduct. Applicants are required to disclose whether they are directors or shareholders of companies, whether they conduct business with any organ of state, and whether they perform any remunerative work outside their normal duties, in accordance with applicable legislation and prescripts. Correspondence will be limited to shortlisted candidates only. If applicants have not been contacted within three (3) months after the closing date, they should consider their applications unsuccessful. The Department reserves the right not to make any appointment to the advertised posts. The 24-month Internship Programme is intended to provide graduates with practical workplace experience relevant to their qualifications. Applicants must be unemployed South African citizens who have not previously participated in an internship programme within any National or Provincial Government Department or State Institution. Failure to disclose previous participation in a government internship programme may result in the immediate termination of the internship contract. Applicants must submit proof of residence issued by the relevant Local Municipality or Traditional Authority. Enquiries regarding the advertised internship opportunities should be directed to the contact person indicated in the relevant advertisement.

GRADUATE INTERNSHIP PROGRAMME
24-month Internship Programme

OTHER POSTS

POST 29/248	:	**GRADUATE INTERNSHIP PROGRAMME: COMMUNICATION REF NO: DEDT 2026/27/01**
STIPEND	:	R8 174.75 per month
CENTRE	:	Head Office, Mbombela
REQUIREMENTS	:	An appropriate SAQA recognized three (03) years National Diploma / Degree in Communication / Journalism / Marketing / Public Relations / Media Studies.
DUTIES	:	Successful interns will receive structured work exposure and training relevant to their field of study, in line with the placement area. Interns are expected to actively participate in workplace activities, projects, and capacity-building initiatives under supervision of experienced professionals.
ENQUIRIES	:	Ms. FP Sibiya Tel No: (013) 766 4490
POST 29/249	:	**DEDT 2026/27/02GRADUATE INTERNSHIP PROGRAMME: FINANCIAL MANAGEMENT REF NO: DEDT 2026/27/02**
STIPEND	:	R8 174.75 per month
CENTRE	:	Head Office, Mbombela

REQUIREMENTS	:	An appropriate SAQA recognized three (03) years National Diploma/Degree in Accounting/Financial Management/Financial Accounting/Cost Management.
DUTIES	:	Successful interns will receive structured work exposure and training relevant to their field of study, in line with the placement area. Interns are expected to actively participate in workplace activities, projects, and capacity-building initiatives under supervision of experienced professionals.
ENQUIRIES	:	Ms. FP Sibiya Tel No: (013) 766 4490
POST 29/250	:	**GRADUATE INTERNSHIP PROGRAMME: INTERNAL AUDIT REF NO: DEDT 2026/27/03**
STIPEND	:	R8 174.75 per month
CENTRE	:	Head Office, Mbombela
REQUIREMENTS	:	An appropriate SAQA recognized three (03) years Diploma: Internal Audit/ Auditing /B Com: Auditing/ Bachelor of Accounting Sciences: Internal Auditing.
DUTIES	:	Successful interns will receive structured work exposure and training relevant to their field of study, in line with the placement area. Interns are expected to actively participate in workplace activities, projects, and capacity-building initiatives under supervision of experienced professionals.
ENQUIRIES	:	Ms. NC Ndlala Tel No: (013) 766 4370
POST 29/251	:	**GRADUATE INTERNSHIP PROGRAMME: INFORMATION AND COMMUNICATION REF NO: DEDT 2026/27/04**
STIPEND	:	R8 174.75 per month
CENTRE	:	Head Office, Mbombela
REQUIREMENTS	:	An appropriate SAQA recognized three (03) years National Diploma/Degree in Information and Communication Technology.
DUTIES	:	Successful interns will receive structured work exposure and training relevant to their field of study, in line with the placement area. Interns are expected to actively participate in workplace activities, projects, and capacity-building initiatives under supervision of experienced professionals.
ENQUIRIES	:	Ms. MS Mahlangu at 066 245 9720
POST 29/252	:	**GRADUATE INTERNSHIP PROGRAMME: ENTERPRISE DEVELOPMENT REF NO: DEDT 2026/27/05**
STIPEND	:	R8 174.75 per month
CENTRE	:	Ehlanzeni District, Bushbuckridge
REQUIREMENTS	:	An appropriate SAQA recognized three (03) years National Diploma/Degree in Business Management / Economics.
DUTIES	:	Successful interns will receive structured work exposure and training relevant to their field of study, in line with the placement area. Interns are expected to actively participate in workplace activities, projects, and capacity-building initiatives under supervision of experienced professionals.
ENQUIRIES	:	Ms. MS Mahlangu at 066 245 9720
POST 29/253	:	**GRADUATE INTERNSHIP PROGRAMME: REGIONAL ECONOMIC DEVELOPMENT PROGRAM REF NO: DEDT 2026/27/06**
STIPEND	:	R8 174.75 per month
CENTRE	:	Nkangala District, Witbank
REQUIREMENTS	:	An appropriate SAQA recognized three (03) years National Diploma/Degree in Economics.
DUTIES	:	Successful interns will receive structured work exposure and training relevant to their field of study, in line with the placement area. Interns are expected to actively participate in workplace activities, projects, and capacity-building initiatives under supervision of experienced professionals.
ENQUIRIES	:	Ms. P Madlala Tel No: (013) 692 6300/083 996 7031
POST 29/254	:	**GRADUATE INTERNSHIP PROGRAMME: TRADE AND INVESTMENT PROMOTION REF NO: DEDT 2026/27/07**
STIPEND	:	R8 174.75 per month
CENTRE	:	Ehlanzeni District, Mbombela
REQUIREMENTS	:	An appropriate SAQA recognized three (03) years National Diploma/Degree in Business Management / Economics.

DUTIES	:	Successful interns will receive structured work exposure and training relevant to their field of study, in line with the placement area. Interns are expected to actively participate in workplace activities, projects, and capacity-building initiatives under supervision of experienced professionals.
ENQUIRIES	:	Ms. MS Mahlangu at 066 245 9720
POST 29/255	:	**GRADUATE INTERNSHIP PROGRAMME: TRADE AND INVESTMENT PROMOTION REF NO: DEDT 2026/27/08**
STIPEND	:	R8 174.75 per month
CENTRE	:	Nkangala District, KwaMhlanga
REQUIREMENTS	:	An appropriate SAQA recognized three (03) years National Diploma/Degree in Economics.
DUTIES	:	Successful interns will receive structured work exposure and training relevant to their field of study, in line with the placement area. Interns are expected to actively participate in workplace activities, projects, and capacity-building initiatives under supervision of experienced professionals.
ENQUIRIES	:	Ms. P Madlala Tel No: (013) 692 6300/083 996 7031
POST 29/256	:	**GRADUATE INTERNSHIP PROGRAMME: BUSINESS REGULATIONS REF NO: DEDT 2026/27/09**
STIPEND	:	R8 174.75 per month
CENTRE	:	Ehlanzeni District, Mbombela
REQUIREMENTS	:	An appropriate SAQA recognized LLB
DUTIES	:	Successful interns will receive structured work exposure and training relevant to their field of study, in line with the placement area. Interns are expected to actively participate in workplace activities, projects, and capacity-building initiatives under supervision of experienced professionals.
ENQUIRIES	:	Ms. FP Sibiya Tel No: (013) 766 4490
POST 29/257	:	**GRADUATE INTERNSHIP PROGRAMME: CONSUMER PROTECTION REF NO: DEDT 2026/27/10**
STIPEND		R8 174.75 per month
CENTRE	:	Nkangala District, KwaMhlanga
REQUIREMENTS	:	An appropriate SAQA recognized LLB
DUTIES	:	Successful interns will receive structured work exposure and training relevant to their field of study, in line with the placement area. Interns are expected to actively participate in workplace activities, projects, and capacity-building initiatives under supervision of experienced professionals.
ENQUIRIES	:	Ms. P Madlala Tel No: (013) 692 6300/083 996 7031
POST 29/258	:	**GRADUATE INTERNSHIP PROGRAMME: ECONOMIC PLANNING REF NO: DEDT 2026/27/11**
STIPEND	:	R8 174.75 per month
CENTRE	:	Head Office, Mbombela
REQUIREMENTS	:	An appropriate SAQA recognized three (03) years National Diploma/Degree in Economics.
DUTIES	:	Successful interns will receive structured work exposure and training relevant to their field of study, in line with the placement area. Interns are expected to actively participate in workplace activities, projects, and capacity-building initiatives under supervision of experienced professionals.
ENQUIRIES	:	Ms. NC Ndlala Tel No: (013) 766 4370
POST 29/259	:	**GRADUATE INTERNSHIP PROGRAMME: TOURISM REF NO: DEDT 2026/27/12**
STIPEND	:	R8 174.75 per month
CENTRE	:	Ehlanzeni District, Mbombela
REQUIREMENTS	:	An appropriate SAQA recognized three (03) years National Diploma/Degree in Tourism Management/ Development.
DUTIES	:	Successful interns will receive structured work exposure and training relevant to their field of study, in line with the placement area. Interns are expected to actively participate in workplace activities, projects, and capacity-building initiatives under supervision of experienced professionals.

ENQUIRIES : Ms. NC Ndlala Tel No: (013) 766 4370

DEPARTMENT OF HEALTH

The Department of Health is an equal opportunity, affirmative action employer. It is our intention to promote representivity in respect of race, gender and disability through the filling of these positions. Candidates whose transfer / promotion / appointment will promote representivity will receive preference.

APPLICATIONS : Departmental Online Application System: www.mpuhealth.gov.za
CLOSING DATE : 28 August 2026
NOTE : N.B. Applicants are advised to apply as early as possible to avoid disappointments. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. In order to alleviate administration burden on HR Sections as well as considering the cost for applicants, Departments are encouraged to request certified copies of qualifications and other relevant documents from shortlisted candidates only which may be submitted to HR on or before the day of the interview following communication from the relevant HR section of the Department. All posts health/engineering posts that are advertised within the Department professional registration will be required from various statutory council for shortlisted candidates. A complete set of application documents should be submitted separately for every post that you wish to apply for. Please ensure that you clearly state the full post description and the relevant Post Reference Number on your application. No fax applications will be considered. Applicants must ensure that they fully complete and sign form Z 83, even if they are attaching a CV. Incomplete and/or unsigned applications will not be considered. If you are currently in service, please indicate your PERSAL number at the top of form Z83. Due to ongoing internal processes, the Department reserves the right to withdraw any post at any time. The Department reserves the right to verify the qualifications of every recommended candidate prior to the issuing of an offer of appointment. All short listed candidates will be subject to a vetting process prior to appointment. If no response is received from Mpumalanga Department of Health within 90 days after the closing date of the advertisement, applicants must assume that their application was not successful. Please quote the Correct references when applying and where possible the station / centre where the post is. www.mpuhealth.gov.za Only Online Applications will be accepted. NB: Candidates who are not contacted within 90 DAYS after the closing date must consider their applications as having been unsuccessful. Please Note The Department reserves the right to amend / review / withdraw the advertised posts if by so doing, the best interest of the department will be well served. (People with disabilities are also requested to apply and indicate such in their applications). All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment.
ERRATUM: Kindly note that the following posts were advertised in the Public Service Vacancy Circular 18 dated 29 May 2026, the posts of State Accountant: Revenue Management (3 Posts) (Provincial Office, Mbombela, Nelspruit) with Ref No: MPDoH/May/26/931, the posts were posted in the Public Service Vacancy Circular 27 dated 31 July 2026, the posts of an Assistant Director: Revenue Management (X5 Posts) (Mapulaneng Hospital, Rob Ferreira Hospital, Themba Hospital, Ehlanzeni District), Assistant Director: Revenue Management (Ermelo Hospital, Gert Sibande District) and Assistant Director: Revenue Management (Witbank Hospital, Nkangala District) with Ref No: MPDoH/July/26/1182, State Accountant: Revenue Management (X14 Posts) with Ref No: MPDoH/July/26/1197, Barberton Hospital, Lydenburg Hospital, Matibidi Hospital, Matikwana Hospital, Mapulaneng Hospital (2), Rob Ferreira Hospital (2), Sabie Hospital, Shongwe Hospital, Themba Hospital (2), Tintswalo Hospital Tonga Hospital (Ehlanzeni District), State Accountant: Revenue Management (X8 Posts) with Ref No: MPDoH/July/26/1205, Bernice Samuel Hospital, H A Grove Hospital, Impungwe Hospital, Middelburg Hospital, Mmametlhake Hospital, KwaMhlanga Hospital, Waterval Boven Hospital, Witbank Hospital (Nkangala District) and State Accountant: Revenue Management (X10 Posts) with Ref No: MPDoH/July/26/1215, Amajuba Memorial Hospital, Bethal Hospital, Carolina Hospital, Elsie Ballot Hospital, Embhuleni Hospital, Ermelo Hospital (2), Evander Hospital, Piet Retief Hospital

and Standerton Hospital (Gert Sibande District), its closing date of 12 June 2026 and 17 August 2026, respectively, the posts has been withdrawn.

OTHER POSTS

POST 29/260 : **MEDICAL SPECIALIST GRADE 1 - 3: OBSTETRIC & GYNAECOLOGY REF NO: MPDOH/AUG/26/1221**

SALARY : Grade 1: R1 395 528 - R1 479 723 per annum
Grade 2: R1 592 274 - R1 688 553 per annum
Grade 3: R1 844 151 - R2 301 186 per annum

CENTRE : **Nkangala District:**
Witbank Hospital

REQUIREMENTS : Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Anesthesiology (2026). A valid work permit will be required from non-South Africans. Sound knowledge of medical ethics. Multidisciplinary management and teamwork and experience in the respective medical discipline. Knowledge of current Health and Public Service regulations and policies. Skills in terms of consultations, history taking, examination, clinical assessment and clinical management. **Grade 1:** None after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of one 1-year relevant experience after registration with a recognized Foreign Professions and / or the HPCSA as a Medical Specialist (Anesthesiology) for foreign qualified employees. **Grade: 2:** A minimum of five (5) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). A minimum of six (6) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Anesthesiology) for qualified foreign employees. **Grade 3:** A minimum of ten (10) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of eleven (11) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Anesthesiology) for qualified foreign employees. Knowledge, skills, Training and Competences required. Sound knowledge of medical ethics. Multidisciplinary management and teamwork and experience in the respective medical discipline. Sound clinical knowledge. Competency and skills in general clinical domains. The ability to work independently and under pressure and beyond normal working hours and work with diverse team. Good communication, leadership, interpersonal, and engage when necessary. Knowledge of current health policies, legislation, programs and priorities within the domain. Ability to teach and guide junior staff within the department. Behavioural Attributes: Stress tolerance, to work within a team, self-confidence and the ability to build and maintain good relationship.

DUTIES : Supervising the management of and managing Anesthesiology and coordinate services. To execute duties and functions with proficiency, to support the aims and objectives of the institution that consistent with standards of patient care. Accept responsibility for the management of patients admitted in a level 2/3 package of service facility. Assist in the preparation and implementation of guidelines and protocols. Participate in academic and training programs. Assist with clinical audits actively participate in continuous professional development. Provide support to hospital management towards an efficient standard of patient care and services maintained. Comply with the performance Management and Development System (conducting quarterly reviews and final assessment).

ENQUIRIES : Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 29/261 : **OPERATIONAL MANAGER NURSING (PN-B3): PHC REF NO: MPDOH/AUG/26/1222**

SALARY : R720 819 – R821 484 per annum

CENTRE : Nelspruit CHC (Ehlanzeni District)

REQUIREMENTS : Senior Certificate / Grade 12 or equivalent qualification plus Basic qualification accredited with the South African Nursing Council in Terms of Government Notice 425, (i.e. Diploma / Degree in Nursing) that allows registration with the

SANC as a Professional Nurse (2026) plus a post basic nursing qualification, with duration of at least 1 year, accredited with the SANC in terms of Government Notice No R212 in Primary Health Care. A minimum of nine (09) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with South African Nursing Council (SANC) in General Nursing. At least five (05) years of period referred to above must be appropriate/recognizable in the specific specialty after obtaining the one (01) year post basic qualification in Primary Health Care Nursing Science. A post basic qualification in Nursing Administration/Health service management. Experience and knowledge of the District Health System. Demonstrate an in-depth understanding of nursing legislation and related legal and ethical nursing practices and how these impact on service delivery. Demonstrate a basic understanding of HR and finance and practices. Knowledge of relevant legal framework such as Nursing Act, Health Occupational and Safety Act, Patients Right Charter, Batho Pele Principles, Operational Management Skills. Problem Solving, planning and Organizing Skills. Expected to work under pressure and on night duty. Leadership. Supervisory, problem-solving, conflict resolution, inter-personal and communication and communication skills. Demonstrate an in-depth understanding of legislation and related ethical nursing practices and how this impact on service delivery. Computer literacy will be an added advantage (MS Word, Excel, PowerPoint and Outlook). Computer literacy.

DUTIES : Manage and provide PHC facility supervisory in line with the PHC Supervision Guideline. Ensure clinical nursing practice by the nursing team in the facility in accordance with the scope and practice and nursing standard as determined by the relevant health facility. Promote quality nursing care as directed by the professional scope of practice and standard in accordance with the PHC delivery package. Ensure the implementation on National Core Norms and Standards including Six Priority Areas. Advocate for patients through ensuring adherence to Batho Pele Principles. Coordinate community involvement and participation. Manage and monitor effective use and maintenance of assets and infrastructure of the facility. Monitor information management and documentation.

ENQUIRIES : Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 29/262 : **ASSISTANT DIRECTOR: REVENUE MANAGEMENT REF NO: MPDOH/AUG/26/1227 (X5 POSTS)**
(Re-advertisement)

SALARY : R487 197 per annum (Level 09), (plus service benefits)

CENTRE : **Ehlanzeni District:**
Mapulaneng Hospital (X1 Post)
Rob Ferreira Hospital (X1 Post)
Themba Hospital (X1 Post)
Gert Sibande District:
Ermelo Hospital (X1 Post)
Nkangala District:
Witbank Hospital (X1 Post)

REQUIREMENTS : Senior Certificate / Grade 12 plus Diploma / Degree (NQF Level 6/7) in Accounting, Financial Management, Public Finance, Cost and Management Accounting, Commerce as recognized by SAQA. A minimum of three (3) years relevant experience in Revenue Management, Patient Administration, Financial Management at supervisory / management (Level 7/8). Knowledge of the Public Finance Management Act (PFMA), Treasury Regulations, Revenue Management policies, National Health Act, and relevant departmental prescripts. Knowledge of BAS, PEIS and other relevant systems. Computer literacy in Microsoft Office (Excel, Word and PowerPoint). Valid driver's license will be an added advantage.

DUTIES : Manage and coordinate all revenue management functions within the institution. Monitor patient registration, classification and billing processes to ensure accurate revenue generation. Ensure timely collection of outstanding revenue from patients, medical schemes, Road Accident Fund (RAF) and other debtors. Monitor debtor age analysis and implement debt collection strategies to improve revenue collection. Ensure correct application of the Uniform Patient Fee Schedule (UPFS) and relevant billing policies. Monitor and improve data

quality relating to patient administration and billing. Supervise and develop Revenue Management personnel. Coordinate revenue enhancement initiatives and identify opportunities to increase revenue collection. Conduct regular revenue audits and implement corrective measures. Investigate revenue leakages, billing discrepancies and fraud risks. Compile monthly, quarterly and annual revenue reports. Monitor compliance with PFMA, Treasury Regulations and departmental policies. Liaise with internal and external stakeholders including, Patient Administration, Internal Audit, Medical Schemes, RAF etc. Provide training and mentoring to Revenue Management staff. Perform any other duties delegated by management.

ENQUIRIES : Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 29/263 : **ARTISAN FOREMAN GRADE A: ELECTRICAL REF NO: MPDOH/AUG/26/1228**

SALARY : R397 329 - R450 504 per annum
CENTRE : Mapulaneng Hospital (Ehlanzeni District)
REQUIREMENTS : Appropriate Trade Test Certificate plus five (5) post qualification experience as an Artisan either in the following: carpentry / bricklaying / painting / plumbing / mechanical and electrical. Knowledge in technical and maintenance matters. Knowledge of the PFMA and the OHSA. Strong Leadership and Management ability. Ability to communicate affectively at operational level. Must be computer literate. A valid driver's licence.

DUTIES : Effective supervision and management of day to day activities of the workshop staff in the built environment, conduct regular site inspections and ensure that all sites comply with the relevant statutory regulations. Receive, Attend to and follow up on outstanding job cards, supervise the maintenance of government properties, safeguard and oversee the maintenance of workshop equipment, monitor the removal of refuse and office furniture at state buildings, attend maintenance related meetings with client departments. Assist with financial and procurement, administration processes of workshops. Manage staff and yearly allocated budgets according to the PMDS and PFMA. Identify training needs. Leave management and personnel performance management. Compile reports on Workshop activities and related inputs when required.

ENQUIRIES : Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 29/264 : **STATE ACCOUNTANT: REVENUE MANAGEMENT REF NO: MPDOH/AUG/26/1231 (X3 POSTS)**
(Three (3) Year Contract: Unemployed Graduate)
(Re-advertisement)

SALARY : R338 106 per annum (Level 07), (plus service benefits)
CENTRE : Provincial Office, Mbombela (Nelspruit)
REQUIREMENTS : Senior Certificate / Grade 12 or equivalent qualification. Diploma / Degree (NQF Level 6/7) in Accounting / Finance / Financial Management / Management Accounting as recognised by SAQA. Knowledge and experience of provisioning administration, focus in the following areas: Public Finance Management Act (PFMA) and Treasury Regulations. Computer literacy. Sound interpersonal and communication skills (written and verbal). Good management and supervisory skills. Ability to work independently and tight deadlines. Valid driver's license will be an added advantage.

DUTIES : Capturing of receipts and journals on BAS. Process debtor's accounts. Monitoring of PEIS accounts. Billing of PAIA accounts. Administer sectional logistics. Collect cash and deposit. Prepare reconciliation and financial reports. Request reports on BAS for submission to Treasury. Consolidate revenue information as received from various facilities.

ENQUIRIES : Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 29/265 : **STATE ACCOUNTANT: REVENUE MANAGEMENT REF NO: MPDOH/AUG/26/1245 (X14 POSTS)**
(Three (3) Year Contract: Unemployed Graduate)
(Re-advertisement)

SALARY : R338 106 per annum. (Level 07), (plus service benefits)
CENTRE : **Ehlanzeni District:**
Barberton Hospital (X1 Post)
Lydenburg Hospital (X1 Post)
Matibidi Hospital (X1 Post)
Matikwana Hospital (X1 Post)
Mapulaneng Hospital (X2 Posts)
Rob Ferreira Hospital (X2 Posts)
Sabie Hospital (X1 Post)
Shongwe Hospital (X1 Post)
Themba Hospital (X2 Posts)
Tintswalo Hospital (X1 Post)
Tonga Hospital (X1 Post)

REQUIREMENTS : Senior Certificate / Grade 12 or equivalent qualification. Diploma / Degree (NQF Level 6/7) in Accounting / Finance / Financial Management / Management Accounting as recognized by SAQA. Knowledge and experience of provisioning administration, focus in the following areas: Public Finance Management Act (PFMA) and Treasury Regulations. Computer literacy. Sound interpersonal and communication skills (written and verbal). Good management and supervisory skills. Ability to work independently and tight deadlines. Valid driver's license will be an added advantage.

DUTIES : Capturing of receipts and journals on BAS. Process debtor's accounts. Monitoring of PEIS accounts. Billing of PAIA accounts. Administer sectional logistics. Collect cash and deposit. Prepare reconciliation and financial reports. Request reports on BAS for submission to Treasury. Consolidate revenue information as received from various facilities.

ENQUIRIES : Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 29/266 : **STATE ACCOUNTANT: REVENUE MANAGEMENT REF NO: MPDOH/AUG/26/1253 (X8 POSTS)**
(Three (3) Year Contract: Unemployed Graduate)
(Re-advertisement)

SALARY : R338 106 per annum. (Level 07), (plus service benefits)
CENTRE : **Nkangala District:**
Bernice Samuel Hospital (X1 Post)
H A Grove Hospital (X1 Post)
Impungwe Hospital (X1 Post)
Middelburg Hospital (X1 Post)
Mmametlhake Hospital (X1 Post)
KwaMhlanga Hospital (X1 Post)
Waterval Boven Hospital (X1 Post)
Witbank Hospital (X1 Post)

REQUIREMENTS : Senior Certificate / Grade 12 or equivalent qualification. Diploma / Degree (NQF Level 6/7) in Accounting / Finance / Financial Management / Management Accounting as recognized by SAQA. Knowledge and experience of provisioning administration, focus in the following areas: Public Finance Management Act (PFMA) and Treasury Regulations. Computer literacy. Sound interpersonal and communication skills (written and verbal). Good management and supervisory skills. Ability to work independently and tight deadlines. Valid driver's license will be an added advantage.

DUTIES : Capturing of receipts and journals on BAS. Process debtor's accounts. Monitoring of PEIS accounts. Billing of PAIA accounts. Administer sectional logistics. Collect cash and deposit. Prepare reconciliation and financial reports. Request reports on BAS for submission to Treasury. Consolidate revenue information as received from various facilities.

ENQUIRIES : Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi

Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 29/267 : **STATE ACCOUNTANT: REVENUE MANAGEMENT REF NO: MPDOH/AUG/26/1263 (X10 POSTS)**
(Three (3) Year Contract: Unemployed Graduate)
(Re-advertisement)

SALARY : R338 106 per annum. (Level 07), (plus service benefits)
CENTRE : **Gert Sibande District:**
Amajuba Memorial Hospital (X1 Post)
Bethal Hospital (X1Post)
Carolina Hospital (X1 Post)
Elsie Ballot Hospital (X1Post)
Embhuleni Hospital (X1 Post)
Ermelo Hospital (X2 Posts)
Evander Hospital (X1 Post)
Piet Retief Hospital (X1 Post)
Standerton Hospital (X1 Post)

REQUIREMENTS : Senior Certificate / Grade 12 or equivalent qualification. Diploma / Degree (NQF Level 6/7) in Accounting / Finance / Financial Management / Management Accounting as recognized by SAQA. Knowledge and experience of provisioning administration, focus in the following areas: Public Finance Management Act (PFMA) and Treasury Regulations. Computer literacy. Sound interpersonal and communication skills (written and verbal). Good management and supervisory skills. Ability to work independently and tight deadlines. Valid driver's license will be an added advantage.

DUTIES : Capturing of receipts and journals on BAS. Process debtor's accounts. Monitoring of PEIS accounts. Billing of PAIA accounts. Administer sectional logistics. Collect cash and deposit. Prepare reconciliation and financial reports. Request reports on BAS for submission to Treasury. Consolidate revenue information as received from various facilities.

ENQUIRIES : Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 29/268 : **PROFESSIONAL NURSE GRADE 1 (PN-A2): GENERAL NURSING REF NO: MPDOH/AUG/26/1265 (X3 POSTS)**

SALARY : R337 359 – R397 392 per annum
CENTRE : **Nkangala District:**
Witbank Hospital (X2 Posts)
Ehlanzeni District:
Mapulaneng Hospital (X1 Post)

REQUIREMENTS : Senior Certificate / Grade 12 plus Basic qualification accredited with the SANC in terms of Government Notice (i.e. Diploma / Degree in General Nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse (2026). Ability to function independently and to prioritize work. Leadership and sound interpersonal skills, problem solving and decision-making skills.

DUTIES : Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the health facility. Promote quality of nursing care as directed by the professional scope of practice and standards. Participate in the implementation of the National Core Standards and Ideal Hospital Realization Framework. Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Work as part of the multi-disciplinary team to ensure quality nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient needs, requirements and expectations (Batho- Pele). Effectively manage resources allocated in your unit.

ENQUIRIES : Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi

		Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
POST 29/269	:	**ARTISAN (PRODUCTION) GRADE A: PLUMBER REF NO: MPDOH/AUG/26/1266**
SALARY	:	R253 341 – R281 172 per annum
CENTRE	:	Gert Sibande District Office, Ermelo
REQUIREMENTS	:	Minimum of Grade 10-12 or equivalent qualifications plus an appropriate completed apprenticeship and trade test certificate in Plumbing. Must have basic computer knowledge for time entry, preventative maintenance and work orders. Valid driver's Licence. Willingness to work irregular hours and attend to emergencies when required. Ability to communicate in two of the three official languages of the Mpumalanga Province (read & write) Ability to work under pressure Must be willing to work in adverse weather conditions In physical sound and healthy condition Prepared to perform overtime and standby duties, including weekends and public as well as over peak periods, as and when needed.
DUTIES	:	Responsible to monitor reservoir levels and sewer pumps Responsible for repairs and maintenance of water & sewer pipelines (mains) and fittings. Installation and maintenance of sewer connections and new mains. Responsible for materials and sores requisitions. Recordkeeping of daily work. Responsible for on-site Occupational Health & Safety. Responsible for Municipal assets and equipment. Responsible for supervision of staff.
ENQUIRIES	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
NOTE	:	All applications will be considered, but in terms of its Employment Equity Target, the Department would prefer to appoint a Females candidates in that category can be identified.

OFFICE OF THE PREMIER

The Office of the Premier is looking for a dynamic, innovative, experienced and suitable candidate to fill the post of Head of Department (Superintendent-General): Co-operative Governance, Human Settlements and Traditional Affairs.

APPLICATIONS	:	applications should only be submitted online through the link: erecruitment.mpg.gov.za
CLOSING DATE	:	31 August 2026
NOTE	:	The Office of the Premier is an equal opportunity employer. It is our intention to promote representativity in respect of race, youth, gender and disability through the filling of this position and that the candidature of persons, whose transfer/promotion/appointment will promote representativeness, will receive preference. The minimum entry requirement for this post, i.e. Senior Management Services (SMS) posts is a Pre-entry Certificate that is obtainable through a course named Certificate for entry into SMS to be submitted to the Internal HRM and Development before appointment, and the full details can be sourced by following the link: https://www.thensg.gov.za/training-course/sms-pre-entry-programme on the new Z83 form and should be accompanied by a comprehensive CV. Only short-listed candidates will be required to submit certified copies of qualifications. All shortlisted candidates for SMS posts will be subjected to a technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity. The appointment is subject to security clearance, security vetting, employment reference checks, qualifications' verification and signing of an employment contract and a performance agreement. The successful candidate will be required to disclose his/her financial interests.

MANAGEMENT ECHELON

POST 29/270	:	**HEAD OF DEPARTMENT (SUPERINTENDENT-GENERAL): CO-OPERATIVE GOVERNANCE, HUMAN SETTLEMENTS AND TRADITIONAL AFFAIRS REF NO: HOD/COGHSTA/2026** (Five-years' employment contract) (Re- advertisement)
SALARY	:	R2 446 749 per annum (Level 16), (all-inclusive package). In addition, a 10% Allowance is payable as Head of Department
CENTRE	:	Mbombela
REQUIREMENTS	:	An appropriate postgraduate qualification (NQF level 8), as recognised by SAQA. 10 years' experience at a senior management level. Core and Process Competencies include: Strategic Capability and Leadership, People Management and Empowerment, Programme Management and Empowerment, Financial Management, Change Management, Knowledge Management, Service Delivery Innovations, Client Orientation and Customer Focus and Communication. In addition, the incumbent will have to be sensitive to the political and strategic objectives of government. The ideal candidate should have the following qualities: Strong thinking capability. Ability to lead and align teams of senior professionals and analysts. Strong research, sound networking and interpersonal skills. Sound people management capabilities. Good exposure to knowledge management ethos and practices. Proven record of honesty and integrity as a professional/ manager. Good exposure to project management practices and systems. Sensitivity to the political-administrative interface, and appreciation of the policy support role within a politically led executive decision-making process.
DUTIES	:	As an Accounting Officer for the Department of Co-operative Governance, Human Settlements and Traditional Affairs, the incumbent will be responsible to perform the following functions: Ensuring the efficient and effective management of co-operative governance, human settlements and traditional affairs matters. Providing strategic leadership to the delivery of co-operative governance, human settlements and traditional affairs programmes in the province. Facilitate all tasks related to the development, stability and viability of local government as well as the housing sector in the Province. Promote effective and mutually beneficial intergovernmental relations in the Province. Promote integrated development planning by local government. Co-ordinate disaster management support and disaster-related relief. Managing the provision of internal audit services. Ensuring compliance with the provisions of the Public Service Act and Regulations, collective agreements and other statutory obligations by the staff of the Department. Managing the financial, human and physical resources of the Department efficiently and in accordance with government policies. This is a contract post and the successful candidate will be required to enter into a five-years' employment contract and a performance agreement with the Executive Authority. Short-listed candidates will be subjected to a competency assessment and security clearance.
ENQUIRIES	:	should be directed to the Deputy Director: Internal HRM & D: Ms. SS Monareng Tel No: (013) 766 2004.
NOTE	:	Please forward your applications, quoting the relevant reference number to: E-recruitment Mpumalanga If no correspondence is received within two months of the closing date, applicants must accept that their applications have been unsuccessful.

ANNEXURE U

PROVINCIAL ADMINISTRATION: NORTHERN CAPE
DEPARTMENT OF TRANSPORT SAFETY AND LIAISON
This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the Department

APPLICATIONS	:	Applications stating the relevant reference number must be sent to: Head of Department: Department of Transport, Safety and Liaison, Ocean Echo Building, Cnr Sidney and Lennox Street, P.O.Box 1368, Kimberley, 8300. All applications should be submitted using the link below: https://form.jotform.com/262162131067549
FOR ATTENTION	:	Ms.J.J.Jafta
CLOSING DATE	:	28 August 2026
NOTE	:	Note" in line with DPSA Circular 19 of 2022, applicants are required to submit the new employment Z83 form which can be downloaded at www.dpsa.gov.za-vacancies or obtained at any government. A recently updated, comprehensive CV, with at least two (2) contactable references should accompany the fully completed and signed new (Z83) form. "Note" in line with DPSA Circular 19 of 2022, applicants are submitting Z83 and CV Only. The provision of certified copies of qualifications will only be required from shortlisted candidates for submission on or before the day of the interview. Shortlisted applicants will be subjected to qualification verification, reference checking, security screening and vetting. Shortlisted candidates will be required to submit proof of RSA Citizenship/Permanent Resident permit. Should you be in possession of a foreign qualification, it is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation only when shortlisted. Correspondence will be limited to successful candidates only. Short-listed candidates will be expected to avail themselves at the Department's convenience. The department reserves the right not to make appointments to the advertised posts. Incomplete applications, applications received after the closing date or applications without SAQA verification reports for foreign qualifications will not be considered. It is important to note that it is the applicant's responsibility to ensure that all information and attachments in support of the application are submitted by the due date. Each application for employment form (Z83) must be duly signed and initialled by the applicant. Failure to sign this form may lead to disqualification during the selection process. Applications submitted using the old Z83, as well as not submitting the required documents will result in the application not being considered. All shortlisted candidates shall undertake two pre-entry assessments. One of which shall be a practical exercise, and the other shall be an Integrity (Ethical Conduct) Assessment. All applications, including those submitted via registered mail must reach the department before 16:00 on the day of the closing date; late applications will not be considered.

OTHER POST

POST 29/271	:	**PROVINCIAL INSPECTORS (X14 POSTS)** Directorate: Transport Regulations
SALARY	:	R280 278 - R330 162 per annum (Level 06)
CENTRE	:	Kimberley Ref No: S4.1/08/01 (X3 Posts) Mothibistad Ref No: S4.1/08/02 (X1 Post) Olifantshoek Ref No: S4.1/08/03 (X2 Posts) Richmond Ref No: S4.1/08/04 (X1 Post) Springbok Ref No: S4.1/08/05 (X1 Post) Upington Ref No: S4.1/08/06 (X2 Posts) Britstown Ref No: S4.1/08/07 (X4 Posts)
REQUIREMENTS	:	Matric Certificate or Grade 12 Valid code B driving Licence with manual transmission Traffic Officer Diploma accredited by a Traffic Training Institution approved by the Road Traffic Management Corporation. Computer Literate. Be medically fit and be able to work under strenuous conditions SAPS Clearance Certificate- No criminal record or pending case. Be willing to be vetted. Knowledge and Skills: Good record and resource management. Good customer relationship management abilities. Completion of law enforcement documents Knowledge and understanding of road traffic and public transport legislation, policies and guidelines. Knowledge of vehicle inspections and

vehicle impoundment. Knowledge of firearm and ammunition Act 60/2000 Code of conduct within the Public Service Knowledge of overload control and escort duties. Knowledge of operational guidelines on law enforcement equipment. Ability to work under pressure. Good observation skills (moving violations/defects). Good driving and negotiation skills. Sound interpersonal and conflict resolution skills. Good written and verbal communication skills in at least two of the provincial official languages.

DUTIES : Enforce Road Traffic, Public Passenger and Transport legislations. Examine driver licences and motor vehicles and vehicle testing stations. Provide visible Traffic Control/ Policing and promote crime prevention activities. Perform all administrative activities and related duties

ENQUIRIES : Ms N. Joka at 076 521 4735

NOTE : NB: Applicant may be transferred/ deployed to any station within the province where the need is identify, at the discretion of the department Note: Youth and Woman are encouraged to apply

PROVINCIAL ADMINISTRATION: WESTERN CAPE
DEPARTMENT OF AGRICULTURE

APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co

CLOSING DATE : 07 September 2026

NOTE : Shortlisted candidates will be required to attend interviews on a date and time determined by the department and submit documentation for verification purposes and criminal record vetting. All shortlisted candidates shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The selection process will be guided by the EE targets of the employing department. By applying for this position, you are consenting to the Western Cape Government contacting your previous employers/managers for an employment reference. Reference checks will include enquiries relating to your disciplinary records and reasons for leaving. Should you experience difficulties with your online application, technical support is available from Monday to Friday from 08:00 to 16.00. Contact the helpline at 086 137 0214. For all other queries relating to the position, kindly contact the enquiries person as indicated in the advert. Please ensure that you submit your application before the closing date as no late applications will be considered.

OTHER POST

POST 29/272 : **ASSISTANT AGRICULTURAL PRACTITIONER REF NO: AGR 57/2025 R1 (X2 POSTS)**
3 Year Contract Position at Various Locations

SALARY : R201 093 - R236 877 per annum (Level 04), plus 37% in lieu of benefits.

CENTRE : Department of Agriculture, Western Cape Government

REQUIREMENTS : An appropriate 3-year National Diploma/B-Degree (equivalent or higher qualification); A valid driving licence (Code B or higher). NB: People with disabilities that restrict driving abilities, but who have reasonable access to transport, may also apply. Competencies: Knowledge of extension methodologies; Good communication skills; Job Related Skills; Ability to communicate with clients and farmers; Basic reporting skills; Basic level of public speaking; Group dynamics understanding.

DUTIES : Assist in rendering general agricultural advice to internal and external clients so as to ensure sustainable development; Assist in providing technical support on all agricultural projects, food security initiatives, and land development support programmes and also assist with planning, advice, facilitation of training and after care; Assist in promoting a pluralistic approach and partnerships with relevant agricultural stakeholders and organised agriculture; Assist in promotion of sustainable production of agricultural products; Perform administrative and related functions.

ENQUIRIES : Mr J Aries Tel No: (021) 808 5103

DEPARTMENT OF ECONOMIC DEVELOPMENT AND TOURISM

APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co

CLOSING DATE : 07 September 2026

NOTE : Shortlisted candidates will be required to attend interviews on a date and time determined by the department and submit documentation for verification purposes and criminal record vetting. All shortlisted candidates shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The selection process will be guided by the EE targets of the employing department. By applying for this position, you are consenting to the Western Cape Government contacting your previous employers/managers for an employment reference. Reference checks will include enquiries relating to your disciplinary records

and reasons for leaving. Should you experience difficulties with your online application, technical support is available from Monday to Friday from 08:00 to 16.00. Contact the helpline at 086 137 0214. For all other queries relating to the position, kindly contact the enquiries person as indicated in the advert. Please ensure that you submit your application before the closing date as no late applications will be considered.

OTHER POSTS

POST 29/273 : **DEPUTY DIRECTOR: AGRI-PROCESSING REF NO: DEDAT 25/2025 R1**

SALARY : R932 292 per annum (Level 11), (all-inclusive salary package)
CENTRE : Department of Economic Development and Tourism, Western Cape Government.
REQUIREMENTS : An appropriate 3-year National Diploma/B-Degree (equivalent or higher qualification) in Economics; A minimum of 3 years management experience. Competencies: Knowledge of the following: Human resource management processes. Knowledge of labour relations; Financial management; Project management and administration; Public service procedures; Applicable policies and procedures. Knowledge of economic sectors; Relationship management. Knowledge of monitoring and evaluation. Knowledge of basic research methodology. Knowledge of economic sectors. Skills in the following: Numeracy; Computer Literacy; Language skills; Project Management; Accounting Finance and Audit; Information Technology; Formal Training; Economics, financial analysis; Legal Administration; Strategic Planning; Communication; Interpersonal; Analytical; Negotiation; Planning and organising; Conceptualisation; Motivational; Financial management; People management; Presentation, facilitation, coaching and mentoring; Stakeholder management; Research skills.
DUTIES : Develop operational primary sector programmes; Develop and maintain networks with stakeholders; Build and strengthen market growth and promotion of the primary sector; Identify sector specific blockages; Render project management and administration for primary sector programmes emanating from government policy; Provide Human Resource and Financial Management.
ENQUIRIES : Mr G Dingaan at Goodwell.Dingaan@westerncape.gov.za

POST 29/274 : **STATE ACCOUNTANT: MANAGEMENT ACCOUNTING REF NO: DEDAT 25/2026**

SALARY : R413 001 - R486 501 per annum (Level 08)
CENTRE : Department of Economic Development and Tourism, Western Cape Government.
REQUIREMENTS : An appropriate 3-year National Diploma/B-Degree (equivalent or higher qualification) with Accounting or Economics as majors; A minimum of 1-year relevant experience in a financial management or similar environment; A valid (Code B or higher) driving licence. NB: People with disabilities that restrict driving abilities, but who have reasonable access to transport, may also apply. Competencies: Knowledge of the following: Management; Customer service; Project Management; Accounting Finance and Audit; Information Technology; Financial analysis; People Management. Skills in the following: Numeracy; Computer Literacy in MS Office; Language skills; Presentation; Research; Excellent verbal and written communication skills; Interpersonal relations; Flexibility; Innovation; Organising; Delivering Results and Meeting Customer Expectations; Adhering to Principles and Values; Writing and Reporting; Presenting and Communicating Information; Working with People; Ability to work under pressure.
DUTIES : Assist in the co-ordination of the Budgeting and Planning portfolio; Assist in the co-ordination Revenue and Expenditure Portfolio; Assist in the co-ordination of the Reporting portfolio.
ENQUIRIES : Mr R Le Breton at Robert.lebreton@westerncape.gov.za or Tel No: (021) 829 9158

DEPARTMENT OF HEALTH AND WELLNESS

In line with the Employment Equity Plan of the Department of Health it is our intention with this advertisement to achieve equity in the workplace by promoting equal opportunities and fair treatment in employment through the elimination of unfair discrimination.

APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

CLOSING DATE : 28 August 2026, 17:00PM

NOTE : It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department. Kindly note that excess personnel will receive preference. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment.

ERRATUM: Kindly note that the advert for the Post 28/215: Assistant Director: Expenditure Analysis and Management Reporting, Salary R487 197 per annum, Centre: Head Office (Cape Town) advertised in the Public Service Vacancy 28 dated 07 August 2026 with Ref No: 28/215. Kindly note that the post has been cancelled.

OTHER POSTS

POST 29/275 : **CLINICAL MANAGER (MEDICAL) GRADE 1**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R1 479 723 per annum, (A portion of the package can be structured according to the individual's personal needs).

CENTRE : Northern/Tygerberg Sub-Structure Office

REQUIREMENTS : Minimum educational qualification: Appropriate Qualification that allows for registration with the Health Professions Council of South Africa as a Medical Practitioner. Registration with a professional council: Registration with the HPCSA as a Medical Practitioner. Experience: Minimum of 3 years appropriate experience as Medical Officer after registration with the HPCSA as Medical Practitioner. Inherent requirements of the job: Valid driver's licence (Code B/EB) and willingness to travel. Competencies (knowledge/skills): Strong leadership, organisational operational and contingency planning skills. Independent decision-making and problem-solving skills. Good knowledge of applicable legislation, regulations and provincial policies. Proven management competencies in a public health environment. Appropriate experience of managing health services. Supervisory experience and experience in dealing with different stakeholders.

DUTIES : Develop and nurture stakeholder relations in the Metro East Ecosystem. Oversee all clinical services within Northern Tygerberg Substructure. Ensure Quality Assurance and Medico Legal services for the Sub-structure. Clinical Governance systems design to support service improvement initiatives/innovation. Ensure implementation of service re-design and support within the Metro East Ecosystem. Ensure compliance with finance and supply chain processes with a focus on efficient service provision. Training/tutoring of junior Medical Officers. Act as custodian of the clinical governance (internal and external) and mentoring of clinical staff in the Sub-structure. Co-ordinate and facilitate outreach and support within the ecosystem.

ENQUIRIES : Dr M Phillips Tel No: (021) 815-8854

NOTE : No payment of any kind is required when applying for this post.

POST 29/276 : **MEDICAL OFFICER GRADE 1 TO 3 (EMERGENCY MEDICINE) (X5 POSTS)**
(1-Year Contract)

SALARY : Grade 1: R1 041 402 per annum
Grade 2: R1 188 255 per annum
Grade 3: R1 375 245 per annum
(A portion of the package can be structured according to the individual's personal needs). (It will be expected of the successful candidate to participate in a system of remunerated commuted overtime)

CENTRE : Groote Schuur Hospital, Observatory

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a

Medical Practitioner. Registration with the Professional Council: Registration with the HPCSA as a Medical Practitioner. Experience: **Grade 1**: None after registration as Medical Practitioner with the HPCSA in respect of SA qualified employees. 1-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. **Grade 2**: A minimum of 5 years' appropriate experience as Medical Practitioner after registration with the HPCSA as a Medical Practitioner in respect of SA qualified employees. A minimum of 6 years' relevant experience after registration as Medical Practitioner with a recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. **Grade 3:** A minimum of 10 years' appropriate experience as a Medical Practitioner after registration with the HPCSA as a Medical Practitioner in respect of SA qualified employees. A 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. Inherent requirements of the job: Commuted overtime is compulsory. Advanced Cardiac Life Support (ACLS) certified. Competencies (knowledge/skills): Ability to communicate effectively (verbal and written). Desire to conduct research. Completion of Community Service and prior Emergency Centre experience. Appropriate and sufficient clinical experience in the emergency environment seeing trauma and non-trauma patients. Additional course, ultrasound. Ability to work as part of a multidisciplinary team.

DUTIES : Contribute to the teaching sessions for the department. Partake in the clinical governance for the department including medicolegal matters. Provision of quality clinical and non-clinical patient care in the trauma and non-trauma environment. Involvement in innovation projects and research activities within the department.

ENQUIRIES : Ms S Ndwebi Tel No: (021) 404-4157 or email: sinazo.ndwebi@westerncape.gov.za

NOTE : No payment of any kind is required when applying for this post. Please ensure that you attached an updated CV. Groote Schuur Hospital has adopted the department's ecosystem framing of its training platform. Accordingly, all Medical Officer appointments may be called upon to work across this platform and may include rotations at Metro West and Rural East hospitals. This includes Red Cross War Memorial Children's Hospital, New Somerset Hospital, Mitchells Plein District Hospital, Victoria Hospital and George Provincial Hospital. Candidates will be subjected to a practical test. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status).

CLOSING DATE : 28 August 2026, 17:00 PM

POST 29/277 : **REGISTRAR (MEDICAL)**
Chief Directorate: Emergency and Clinical Support Services
(4-Year Contact)

SALARY : R1 041 402 per annum, (A portion of the package can be structured according to the individual's personal needs.)

CENTRE : Forensic Pathology Service

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as an Independent Medical Practitioner. Registration with a professional council: Registration with the HPCSA as an Independent Medical Practitioner. Inherent requirement of the job: Valid Code B/EB driver's license. Willingness to perform work outside normal working hours and away from base of employment according to an after hours duty roster. Competencies (knowledge/skills): Display knowledge and all other prescripts that concerns the functioning of a Forensic Medicine Department and continuous learning and improvement of knowledge and skills. Willingness to complete the Diploma in Forensic

Pathology with the CMSA within 12 months of employment of this post. Ability to adhere to health and safety standards. Ability to adhere to requests, follow advice and instructions from consultants and conform to divisional protocols and professional ethical and behavioural code. Problem solving abilities, as can be expected from a Registrar in FPS. Continuous academic input and contribution, including case and topic presentations, conference participation, research and participation in all academic activities in the Division. Ability to successfully complete at least one research project and submit such research manuscript for publication in a peer-reviewed journal. Above-average ability to communicate clearly and discreetly in person and in writing. Ability to travel to peripheral FPS facilities should it be required to render a supportive function at other facilities in terms of service delivery requirements. Ability to work well within a group at all levels of authority. Ability to consult with the responsible consultant, HCU or HOD when unsure of how to proceed with a case or related problem and inform a consultant whenever any work-related complication arises. Ability to work under pressure. Organisational skills and ability to plan. Rendering effective and efficient service under consultant supervision. Above-average computer and software literacy. Medical Research capabilities. Ability to contribute to the Division's teaching program by assisting in the instruction of Medical, Biomedical Science and Law students, Forensic Pathology Officers and Medical staff. Ability to perform medicolegal autopsies in the examination of unnatural death admissions. Exposure to Post-mortems, autopsy work and dissection. -Good interpersonal skills including effective service delivery within a group situation at all levels of authority.

DUTIES : To render effective and efficient service delivery to all stakeholders as per the standard of the Division. To compile reports as per the standards of the UCT Forensic Medicine and Toxicology. OFPI Division and Courts. Learning, Teaching and Training. To provide after- hour Forensic Medicine Service.

ENQUIRIES : Dr TL Cook, email: Tracy.Cook@uct.ac.za

NOTE : No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. Candidates who are deemed "registrable" may also apply. The appointment of successful applicants will only be effected once proof of application for registration or the proof of registration is provided. Other: Registrars will be required to register as post-graduate students with the University of Cape Town of the Western Cape as applicable according to the requirements for the discipline in the yearbook and guidelines. All applicants must be South African citizens or permanent residents. It will be expected of the successful candidate to participate in a system of Remunerated Commuted Overtime. Employees in service who opt to continue with their pension benefits as Registrar, will be required to resign after completion of their Registrarship should they not be successful for advertised Specialist positions. Appointment conditions and rotation: Appointment of Registrars will be for a maximum contract period of 4 years (or 5 years dependent on the minimum requirements of the post). It may become necessary to second/ transfer staff to another hospital/ institution during their period of training, in which case affected staff will be consulted prior to any decision being implemented. -Registrars will function across health facilities, as per an agreed programme. Should the registration with the HEI as a student be discontinued for any reason, the appointment as Registrar also discontinues. Consideration will be given to existing employees who are already on higher salary packages to retain their existing salary position, as personal. As such they are entitled to receive pay progression.

POST 29/278 : **MEDICAL OFFICER GRADE 1 TO 3 (CARDIOTHORACIC SURGERY)**
(1-Year Contract)

SALARY : Grade 1: R1 041 402 per annum
Grade 2: R1 188 255 per annum
Grade 3: R1 375 245 per annum
A portion of the package can be structured according to the individual's personal needs). (It will be expected of the successful candidate to participate in a system of remunerated commuted overtime)

CENTRE : Groote Schuur Hospital, Observatory

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with a professional council: Registration with the HPCSA as a Medical Practitioner. Experience: **Grade 1:** None after registration as Medical Practitioner with the HPCSA in respect of SA qualified employees. 1-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. **Grade 2**: A minimum of 5 years' appropriate experience as Medical Practitioner after registration with the HPCSA as a Medical Practitioner in respect of SA qualified employees. A minimum of 6 years' relevant experience after registration as Medical Practitioner with a recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. **Grade 3**: A minimum of 10 years' appropriate experience as a Medical Practitioner after registration with the HPCSA as a Medical Practitioner in respect of SA qualified employees. A 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. Inherent requirements of the job: Commuted overtime is compulsory. Participate in after-hours call roster for the general cardiothoracic surgery service. Competencies (knowledge/skills): Proven ability to manage cardiothoracic surgical patients. Sound clinical judgement in the peri operative and post-operative management of adult cardiac and thoracic surgery patients. Competence in ward-based patient care, emergency assessment, escalation of care, and coordination with ICU and theatre teams. Ability to work independently under senior supervision and to contribute effectively to a consultant led service. Capacity to manage service demands, including after hours emergencies and time critical referrals. Computer literacy, with the ability to maintain accurate clinical records and contribute to service audits. Understanding of the operational challenges of public health care delivery, transformation, equity, and service sustainability. Ability to function effectively in a high-pressure clinical environment is essential. Completion of Internship and Community Service. Previous experience in General Surgery and ICU.

DUTIES : Delivery of day to day clinical services within the Cardiothoracic Surgery service of the Chris Barnard Division of Cardiothoracic Surgery. Comprehensive inpatient ward management, including admissions, daily reviews, discharges, and coordination of care. Participation in theatre lists and assistance with operative procedures as required by service demands. Management of emergency cardiothoracic referrals and after hours clinical responsibilities. Participation in outpatient clinics and pre operative patient assessment. Contribution to morbidity and mortality meetings and service audits as required. Upholding professional, ethical, and patient centered standards of care. Clinical workload includes ward management, peri operative care, emergency consultations, outpatient clinics, and assistance in theatre. High service burden with exposure to complex adult cardiac and thoracic pathology typical of a tertiary referral centre.

ENQUIRIES : Prof Timothy Pennel, Email: tim.pennel@uct.ac.za

NOTE : No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)". Groote Schuur Hospital has adopted the department's ecosystem framing of its training platform. Accordingly, all medical officer appointments may be called upon to work across this platform and may include rotations at Metro West and Rural East hospitals. This includes Red Cross War Memorial Children's Hospital, New Somerset Hospital, Mitchells Plein District Hospital, Victoria Hospital and George Provincial Hospital. Please ensure that you attach an updated CV. The post is primarily service delivery orientated, with limited protected time for academic or research activities.

POST 29/279 : **DEPUTY DIRECTOR: FINANCIAL MANAGER**
Chief Directorate: Rural Health Services

SALARY : R932 292 per annum, (A portion of the package can be structured according to the individual's personal needs).

CENTRE : Paarl Hospital

REQUIREMENTS : Minimum educational qualification: Appropriate qualification at NQF level 7 (Degree) or equivalent. Experience: Appropriate experience in Supply Chain Management. Appropriate experience in Finance Management. Appropriate experience in preparation and reporting of financial statements. Appropriate and proven management experience, showing strong leadership, strategic and operational management skills. Appropriate experience Contract Management. Inherent requirements of the job: A valid (code B/EB) driver's licence and willingness to travel. Competencies (knowledge/skills): Generally recognized accounting practice, cost and management accounting. Knowledge of relevant legislation and regulations, including PFMA, Accounting Officer's system, National and Provincial Treasury Regulations and Finance Instructions. Advanced computer skills using MS Excel, Word, and PowerPoint with the ability to understand and analyses statistical and financial information. Proven leadership skills, together with the ability to influence and motivate others to achieve targets and deadlines. Critical and innovative thinking, to solve problems to improve organisational performance. Ability to lead, innovate and drive improved Finance and Supply Chain Management. Good communicate skills (verbal and in written).

DUTIES : Effective and efficient management of SCM. Management of revenue and patient administration. Financial and Management Accounting. Plan and manage the work of and account for the overall performance of the Sub directorate. Handle all aspects of financial management including audit compliance, budget, assets, procurement, monitoring and evaluation. Handle all aspects of People Management.

ENQUIRIES : Mr F M Van der Watt, email: Francois.vanderWatt@westerncape.gov.za

NOTE : No payment of any kind is required when applying for this post.

POST 29/280 : **OPERATIONAL MANAGER NURSING GRADE 1 (GENERAL NURSING)**
Chief Directorate: Metro Health Services

SALARY : R571 161 per annum

CENTRE : Brackengate Transitional Care Facility

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent (R683) qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. OR A 4 year Bachelor Degree in Nursing (R174) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. OR A 3 year Diploma in Nursing (R171) that allows registration with the South African Nursing Council (SANC) as a General Nurse. Registration with a professional council: Registration with the SANC as Professional Nurse or General Nurse. Experience: A minimum of 7 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirement of the job: Valid Code B/EB driver's license. Will be required to deliver standby duties for the Hospital. Competencies (knowledge/skills): Computer literacy (MS Word, Excel, and Power Point.) - Good interpersonal skills, leadership and communication skills. Demonstrate an in-dept knowledge of nursing and public service legislation, regulation, and Departmental Policies. Knowledge of Human resource and financial guidelines, policies, and protocols.

DUTIES : Supervise and ensure the provision of effective and efficient patient care through adequate nursing care. Coordinate and monitor the implementation of nursing care plan and evaluation thereof. Provide relevant health information to health care users to assist in achieving optimal health care and rehabilitation of patients.

ENQUIRIES : Ms S Abrahams Tel No: (021) 834-5826

NOTE : No payment of any kind is required when applying for this post. Candidates will be subjected to a written/practical and oral assessment.

POST 29/281 : **OPERATIONAL MANAGER GRADE 1 (GENERAL: NIGHT DUTY) (X2 POSTS)**
Chief Directorate: Metro Health Services

SALARY : R571 161 per annum
CENTRE : Brackengate Transitional Care Facility
REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent (R683) qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. OR A 4 year Bachelor Degree in Nursing (R174) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. OR A 3 year Diploma in Nursing (R171) that allows registration with the South African Nursing Council (SANC) as a General Nurse. Registration with a professional council: Registration with the SANC as Professional Nurse or General Nurse. Experience: A minimum of 7 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirement of the job: Will be required to work shifts, weekends and public holidays. Valid Code B/EB driver's licence. Will be required to deliver standby duties for the Hospital. Will be required to relief the Operational manager day shift/Nurse Manager. Competencies (knowledge/skills): Basic computer literacy. Knowledge and insight of relevant legislation and policy related to this nursing speciality within the public sector. Be able to function independent and as part of the multidisciplinary team. Ability to promote quality patient care through the setting, implementation, and monitoring of standards. Effective communication, interpersonal, leadership, organizational skills, decision making, and conflict resolution skills.
DUTIES : Manage, supervise and coordinating patient care and human resources on night duty for all departments within the hospital. Provide strategic leadership and guidance towards realization of strategic goals and objectives of the organization through the implementation of policies and regulations, and professional practices. Collect, verify and submit accurate midnight reports and handover of activities on night shift. Quality assurance management by auditing clinical records, doing ward rounds, managing patient safety incidents and complaints, coordinating and provide in-service training on night duty. Utilize the information management systems to enhance patient care and service delivery.
ENQUIRIES : Ms S Abrahams Tel No: (021) 834-5826
NOTE : No payment of any kind is required when applying for this post. click "online applications").

POST 29/282 : **RADIOGRAPHER GRADE 1 TO 3 (NUCLEAR MEDICINE)**

SALARY : Grade 1: R510 906 per annum
Grade 2: R598 260 per annum
Grade 3: R703 785 per annum
CENTRE : Groote Schuur Hospital, Observatory
REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Radiographer in Nuclear Medicine. Registration with a professional council: Registration with the HPCSA as a Radiographer in Nuclear Medicine. Experience: **Grade 1:** None after registration with the HPCSA in Radiography (Nuclear Medicine) in respect of RSA qualified employees. One-year relevant experience after registration with the HPCSA in Radiography (Nuclear Medicine) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** Minimum of 10 years relevant experience after registration with the HPCSA in Radiography (Nuclear Medicine) in respect of RSA qualified employees. 11 years relevant experience after registration with the HPCSA in Radiography (Nuclear Medicine) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 3**: Minimum of 20 years relevant experience after registration with the HPCSA in Radiography (Nuclear Medicine) in respect of RSA qualified employees. 21 years relevant experience after registration with the HPCSA in Radiography (Nuclear Medicine) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Inherent requirements of the job: Will be required to be on standby and work overtime when required. Must be able to lift, move and assist patients when required.

Competencies (knowledge/skills): Appropriate experience in a general department with knowledge of radiation protection, quality assurance and equipment safety pertaining to Nuclear Medicine radiography. Strong interpersonal and communication skills. Knowledge and skills required to perform various Nuclear Medicine investigations. Ability to work effectively in a team environment and independently.

DUTIES : Be responsible for the provision of a patient-centred radiographic imaging service. Performing high-quality nuclear medicine imaging procedures using advanced imaging equipment. Preparing, dispensing, and administering radiopharmaceuticals in accordance with clinical protocols and regulatory requirements. Ensuring patient safety, comfort, and care by effectively communicating with and preparing patients for all procedures performed. Conducting daily quality control checks on nuclear medicine equipment to ensure optimal performance and compliance. Maintaining accurate patient records, imaging data, and procedural documentation. Adhering to radiation protection principles, safety protocols, and all relevant legislative and organizational requirements. Collaborating effectively with Nuclear Medicine Physicians and the multidisciplinary healthcare team to deliver high-quality patient care. Supporting the education and development of radiography students, Community Service Radiographers, and other healthcare students, registrars, and interns through in-service training and mentorship. Should be willing to participate in research initiatives and continuous quality improvement activities within the department.

ENQUIRIES : Mr L Africa Tel No: (021) 404-4022 or Mr G Malan Tel No: (021) 404-4103

NOTE : No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)".

POST 29/283 : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: HIGH CARE)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R495 423 per annum
Grade 2: R607 350 per annum

CENTRE : Victoria Hospital

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683 plus R254) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post-basic nursing qualification, with duration of at least 1 year accredited with the SANC in Medical and Surgical Nursing Science: Critical Care Nursing: General. Or 4 year Bachelor Degree in Nursing (R174) or equivalent qualification (R683 plus R1497 or R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post graduate diploma (R635) accredited with the SANC in Critical Care Nursing (Adult). Registration with a professional council: Registration with the SANC as a Professional Nurse. Experience: **Grade 1**: A minimum of 4 years' appropriate/recognizable experience in nursing after registration as professional Nurse with SANC in General Nursing. **Grade 2**: A minimum of 14 years' appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of this period referred to above must be appropriate/recognizable experience in the specific specialty after obtaining the one-year post-basic qualification or post-graduate diploma in the relevant specialty. Inherent requirements of the job: Willingness to work shifts, overtime, day and night duty, weekends and public holidays to meet the operational requirements. Competencies (knowledge/skills): Ability to maintain professionalism and the display of core values of the Department of Health WCG in the execution of duties, while practising within the legislation, regulations and protocols applicable to the public service. Skills to plan, organise & coordinate the service by analysing, problem solving & decision making. Leadership towards the realisation of strategic goals and objectives of the Intensive and High care unit. Knowledge

of practices or regimes within the relevant disciplines. Ability to work effectively within a multi-disciplinary team.

DUTIES : Provide an optimal, holistic, specialised Nursing Care within set standards and within a professional, legal framework as a Professional Nurse in an Intensive and High care unit. Effective utilisation of Human and Material Resources. Participate in training, development and research. Supervise and assist Staff Nurses & Nursing Assistants. Deliver a support service to the Nursing Service and the institution. Practice Nursing and health care in accordance with the laws and regulations relevant to nursing and health care. Order medication and stock control.

ENQUIRIES : Ms JJ Phillips, email: Jessica.phillips@westerncape.gov.za

NOTE : No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for the appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in the post basic qualification or post-graduate diploma in the relevant specialty.

POST 29/284 : **RADIOGRAPHER GRADE 1 TO 3 (DIAGNOSTIC) (X2 POSTS)**

SALARY : Grade 1: R413 121 per annum
Grade 2: R482 499 per annum
Grade 3: R564 822 per annum

CENTRE : Tygerberg Hospital, Parow Valley

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows for registration with the Health Professions Council of South Africa (HPCSA) as a Radiographer in Diagnostic Radiography. Registration with a professional council: Registration with the HPCSA as a Diagnostic Radiographer. Experience: **Grade 1:** None after registration with the HPCSA as Diagnostic Radiographer in respect of RSA-qualified employees. 1-year relevant experience after registration with the HPCSA as Diagnostic Radiographer in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** A minimum of 10 years relevant experience after registration with the HPCSA as Diagnostic Radiographer in respect of RSA-qualified employees. A Minimum of 11 years relevant experience after registration with the HPCSA as Diagnostic Radiographer in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. -**Grade 3:** A minimum of 20 years relevant experience after registration with the HPCSA as Diagnostic Radiographer in respect of RSA-qualified employees. A minimum of 21 years relevant experience after registration with the HPCSA as Diagnostic Radiographer in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Inherent requirement of the job: Render an after-hour service as part of your 40- hour work week as determined by the department. Competencies (knowledge/skills): Knowledge of protocols, radiation protection, quality assurance and equipment safety. Good interpersonal skills and perform effectively as part of a multidisciplinary team. Knowledge of Patient Archiving and Communication Systems and Radiology Information Systems. Good communication skills.

DUTIES : Provide a Radiographic service. Produce diagnostic images of high quality. Optimal patient care. Safe use and care of equipment. Accurate record keeping. Assist with training of community service Radiographers and students. Participate in continuing professional development activities.

ENQUIRIES : Ms B Dreyer Tel No: (021) 938-5918

NOTE : No payment of any kind is required when applying for this post. “Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration as Diagnostic Radiographer with the relevant council (including individuals who must apply for change in registration status)”.

POST 29/285 : **OCCUPATIONAL THERAPIST GRADE 1 TO 3**
West Coast District
(4-Year Contract)

SALARY : Grade 1: R413 121 per annum
Grade 2: R482 499 per annum
Grade 3: R564 822 per annum

CENTRE : Saldanha Bay Sub-district (based at Vredenburg Hospital)

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as an Occupational Therapist. Registration with a professional council: Registration with the Health Professions Council of South Africa (HPCSA) as an Occupational Therapist. Experience: **Grade 1**: None after registration with the Health Professions Council of South Africa (HPCSA) as an Occupational Therapist. 1-year relevant experience after registration with the HPCSA as an Occupational Therapist in respect of foreign qualified employees, of whom it is not required to perform community service as required in South Africa. **Grade 2**: A minimum of 10 years' appropriate experience after registration with the Health Professions Council of South African (HPCSA) as an Occupational Therapist. A minimum of 11 years relevant experience after registration with the Health Professions Council of South Africa as an Occupational Therapist in respect of foreign qualified employees, of whom it is not required to perform community service as required in South Africa. **Grade 3:** A minimum of 20 years' appropriate experience after registration with the Health Professions Council of South African (HPCSA) as an Occupational Therapist. A minimum of 21 years relevant experience after registration with the Health Professions Council of South Africa as an Occupational Therapist in respect of foreign qualified employees, of whom it is not required to perform community service as required in South Africa. Inherent requirements of the job: Valid (Code B/EB) driver's licence. Willingness to travel. Competencies (knowledge/skills): Excellent communication skills (verbal and written). Ability to work in integrated multi-disciplinary teams across all platforms. Sound knowledge of occupational therapy care and treatment.

DUTIES : Provisions of Occupational Therapy services in the specialist field of occupation-based group, community development-rehabilitation, health promotion and prevention services. Work within a community orientated primary care approach to enhance community capacity to care for all persons within the Sub District. Creation and support of supervisory structures and enabling platforms for student practice learning. Participate in training and development.

ENQUIRIES : Dr L Profit Tel No: (022) 709-7208

NOTE : No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status).

POST 29/286 : **CASE MANAGER**
Chief Directorate: Metro Health Services

SALARY : R413 001 per annum

CENTRE : Khayelitsha District Hospital

REQUIREMENTS : Minimum educational qualification: Appropriate three-year health related National Diploma/ Degree registrable with the Health Professions Council of South Africa (HPCSA) or South African Nursing Council (SANC). Experience: Appropriate experience in the Managed Health Care sector i.e. Case Management or Medical Aid environment and Revenue Generation. Competencies (knowledge/skills): Knowledge of the Medical Schemes Act 131 of 1998, regulations and annexures as amended. Knowledge of prescribed minimum benefits i.e. the chronic disease list and diagnostic treatment pairs. Basic knowledge of the uniform patient fees schedule and patient billing. Knowledge of and experience in ICD 10 Codes assignment and the ability to link patient diagnosis with procedure codes. Knowledge of Clinicom and EDI

(Electronic Data Interchange). Ability to work with Excel spread sheets, Microsoft Word and web based programs (medical aids). Excellent communication, conflict management, interpersonal and leadership skills. Excellent written and verbal communication in at least two of the three official languages of the western cape.

DUTIES : Perform Case Management functions, i.e. obtaining pre-authorization and verification of benefits as needed, concurrent, retrospective review, discharge planning and provide quotations to H2, H3 and foreign patients. Assist with Medikredit EDI rejection reports and ensure corrections are completed timeously and resubmitted to Medikredit. Liaise with the various role-players e.g. clinicians, managed care organizations and medical scheme case managers to monitor utilisation and update patient's clinical information while in hospital. Manage and implement case management policies, protocols and procedures in the hospital. Conduct clinical audits of patient accounts inclusive of medical aids, state departments e.g. RAF and COIDA to ensure accuracy of invoices with regard to ICD 10 codes, UPFS procedure codes and resource utilization. Manage and supervise Case Management and Revenue departments.

ENQUIRIES : Ms C.Swartz Tel No: (021) 360-4281

NOTE : No payment of any kind is required when applying for this post.

POST 29/287 : **CASE MANAGER**
Directorate: Management Accounting

SALARY : R413 001 per annum

CENTRE : Head Office, Cape Town (Metropole Managed Healthcare)

REQUIREMENTS : Minimum educational qualification: An Appropriate three-year health related National Diploma/Degree or equivalent registrable with the Health Professions Council of South Africa (HPCSA) or South African Nursing Council (SANC). Experience: Appropriate experience in Case Management/Medical Aid Environment or Revenue Generation. Appropriate experience in ICD-10 Code assignment and the ability to link patient diagnosis with procedural codes. Inherent requirements: Willingness to travel and spend long periods away from the office. A valid Code 08 Driver's Licence. Competencies (knowledge/skills): Good knowledge of the Uniform Patient Fees Schedule (UPFS)and or other tariff structures, Managed Health Care or Hospital Information Systems and EDI (Electronic Data Interchange). Knowledge of the Medical Schemes Act 131 of 1998 and the application of Prescribed Minimum Benefit (PMB) legislation i.e. the Chronic Disease List (CDL) and Diagnostic Treatment Pairs (DTP). Ability to work with Excel spread sheets, Microsoft Word and web-based programs (medical aids).

DUTIES : Assist various institutions with clearing of externally funded revenue back logs related to ICD-10 code assignment, UPFS assignment and the management of PMB conditions. Assist various Hospital Fees Departments with follow-up of outstanding medical scheme and state department balances and account queries. Conduct clinical audits of patient accounts to ensure accuracy of invoices for submission to medical aids and state departments. Perform operational Case Management functions at various institutions inclusive of pre-authorisation and clinical review to ensure compliance with Case Management policies and procedures. Assist with EDI rejections to ensure timeous submission of medical scheme invoices. Provide quotations to H2, H3 and Foreign patients. Assist with the implementation of departmental case management policies and procedures by providing onsite skills development and training of relevant role players in matters relating to Case management. Supervision and development of staff to ensure fully functional effective staff able to meet performance targets.

ENQUIRIES : Ms L Ismail at (069) 245-5927

NOTE : No payment of any kind is required when applying for this post. This post will not be linked to any of the Occupational Specific Dispensations.

POST 29/288 : **SENIOR ADMINISTRATIVE OFFICER: SUPPORT SERVICES (GENERAL ADMINISTRATIVE SUPPORT SERVICES)**
Chief Directorate: Emergency Clinical and Services Support

SALARY : R413 001 per annum

CENTRE : Observatory Forensic Pathology Institute

REQUIREMENTS : Minimum educational qualification: Appropriate three-year National Diploma or Degree. Experience: Appropriate Supervisory experience. Appropriate experience in Administration, Finance, Supply Chain and Contract Management. Appropriate experience in LOGIS and EPS (Electronic Procurement System). Inherent requirement of the job: Will be required to wear a uniform. Valid (Code B/EB) driver's license (manual transmission). Must be able to perform overtime duties. Competencies (knowledge/skills): Ability to work under pressure and meet deadlines. Knowledge in asset management, human resource management and labour relations. Above average Computer and Software literacy. Ability to work independently as well as in a team. Ability to communicate clearly and discreetly in person and in writing. Knowledge of BAS, CSD, SEB and ECM (Electronic Content Management).

DUTIES : An effective People Management (Support). Effective Finance Management in support of the OFPI. Effective supervision of the SCM, Stores and Assets in support of the OFPI. Effective and efficient Contract Management. Liaison between Service provider, Staff, Contract Manager, Facility Manager and Section Heads.

ENQUIRIES : Mr A White Tel No: (021) 836-0966 email: Andrew.White@westerncape.gov.za

NOTE : No payment of any kind is required when applying for this post. Candidates must comply with the advertised appointment requirements of the post by the closing date and time of the advert. Candidates may be subjected to a competency test.

POST 29/289 : **PRINCIPAL PERSONNEL OFFICER: EMPLOYEE BENEFITS**
Chief Directorate: Metro Health Services

SALARY : R338 106 per annum

CENTRE : Klipfontein / Mitchells Plain Sub-structure Office

REQUIREMENTS : Minimum educational qualification: Senior certificate or equivalent qualification. Experience: Appropriate experience in Human Resource Management. Inherent requirement of the job: A valid driver's licence (Code B/EB) and willingness to travel to institutions within the Western Cape. Competencies (knowledge/skills): Communication skills. Advanced interpersonal skills. Ability to work independently and part of a team. Advanced leadership and management skills.

DUTIES : Supervision of staff. Process service exits/early retirements without penalisation/pension applications/enquiries. Provide advice and support to institutions, including development and training of own staff and HR staff within the Sub-structure. Manage leave administration/PILIR and incapacity matters. Administer applications for overseas trips, applications of foreign health workers, ORW's normal and Commuted overtime. Administer approvals for payment of allowances, conditions of service for PHC employees and transfer of employees. Structure MMS Packages and implementation of appointments on PERSAL.

ENQUIRIES : Ms F Lee Tel No: (021) 370-5109

NOTE : No payment of any kind is required when applying for this post.

POST 29/290 : **PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL) (VARIOUS COMPONENTS) (X5 POSTS)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R337 359 per annum
Grade 2: R411 978 per annum
Grade 3: R495 423 per annum

CENTRE : Valkenberg Hospital

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683 plus R880) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: **Grade 1**: None. **Grade 2**: A minimum of 10 years' appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. **Grade 3**: A minimum of 20 years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirement of the job: Willingness to perform shift work, rotation in night duty and over weekends/public holidays. Willingness to work in all departments/wards according to the operational needs of the hospital.

Competencies (knowledge/skills): Good interpersonal, planning, and organisational skills. Computer literacy in MS Office and Outlook. Knowledge of the Mental Health Care Act, Child Care Act, Nursing Act and other relevant legislation.

DUTIES : Provision of optimal, holistic nursing care to mental users with set standards within a professional/legal framework. Effective utilization of resources. Maintain professional growth/ethical standards and self-development. Provision of Support to Nursing Services. Participation in training and research.

ENQUIRIES : Mr T Yusi Tel No: (021) 440-3348

NOTE : No payment of any kind is required when applying for this post. "Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview." This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for a change in registration status)".

POST 29/291 : **SENIOR EMERGENCY CONTROL CENTRE AGENT (DISPATCHER) (X14 POSTS)**
Chief Directorate: Emergency and Clinical Support Services

SALARY : R280 278 per annum

CENTRE : Emergency Communication Centre, Metropole and Rural

REQUIREMENTS : Minimum educational qualification: Senior certificate (Grade 12 or equivalent). Experience: Appropriate Emergency/ Medical Call-Centre experience. Inherent requirement of the job: Ability to work shifts as per roster. Competencies (knowledge/skills): Basic knowledge of the topographical layout of the Western Cape. Good listening, work organization and prioritization skills. Computer literacy (MS office).

DUTIES : Accurately record information in order to ensure data integrity and subsequent appropriate management intervention. Alert supervisors to recurrent incidents, as well as exceptional incidents of a critical life threatening in nature, particularly in the mass casualty context. Mobilise vehicle resources, control the deployment of resources and react to delays in the individual status of the deployed vehicles. Training and supervision of Emergency Communications students during their elective. Implement any instructions as per the identified medical dispatch protocol reference system (MDPRS). Manage Major Incidents according to plan Delta and MIMMS, and mobilize other emergency services incl. Traffic, Fire SAPS and Disaster Management when required. Manage caller anxiety and stress and provide life-saving telephonic interventions.

ENQUIRIES : Ms P Masitho Tel No: (021) 932-1966 (Metropole)
Ms B Dees Tel No: (023) 346-6032 (Cape Winelands/Overberg)
Ms M Arries Tel No: (044) 805-5070 (Garden Route/Central Karoo)
Mr A Titus Tel No: (022) 433- 8700 (West Coast)

NOTE : No payment of any kind is required when applying for this post.

POST 29/292 : **PHARMACIST ASSISTANT GRADE 1 TO 3 (POST-BASIC) (WAREHOUSING) (X2 POSTS)**
Chief Directorate: Emergency and Clinical Services Support

SALARY : Grade 1: R275 340 per annum
Grade 2: R318 666 per annum
Grade 3: R343 761 per annum

CENTRE : Cape Medical Depot, Directorate: Medicine Management, Laboratory and Bloods Services Support

REQUIREMENTS : Minimum educational qualification: As required by the training facility and the South African Pharmacy Council (SAPC) plus Post-Basic Pharmacist Assistant qualification that allows registration with SAPC as a Pharmacist Assistant (Post-Basic). Registration with a professional council: Registration with the SAPC as a Pharmacist Assistant Post Basic or Pharmacist Assistant Post Basic (Warehousing). Experience: **Grade 1**: None after registration with the SAPC as Pharmacist Assistant (Post-Basic). **Grade 2**: A minimum of 5 years appropriate experience as Pharmacist Assistant after registration as a Pharmacist Assistant (Post-Basic) with the SAPC. **Grade 3**: A minimum of 13

years appropriate experience as Pharmacist Assistant after registration as a Pharmacist Assistant (Post-Basic) with the SAPC. Inherent requirement of the job: Willingness to undergo competency training to operate a hyster/ forklift. Willingness to work overtime when required. Competencies (knowledge/skills): Knowledge and/or experience in handling pharmaceutical supplies particularly in a warehouse environment, including Cold Chain Practices. Knowledge of Drug Supply Management Principles. Good knowledge of wholesale warehouse practices and procedures. Good literacy and numeric skills. The ability to work in a warehouse type situation and have the physical dexterity. Computer literacy (MS Word, Excel, Outlook, and Teams). Ability to lift heavy objects and operate heavy machinery- stackers, pallet jacks, Hyster/ Forklift. Good interpersonal and communication skills. Ability to work independently as well as in a team. Ability to comply with applicable legislation. Ability to work accurately under pressure and maintain a high work ethic.

DUTIES : Assist with the receiving and storage of pharmaceutical products from suppliers. Assist with the control of pharmaceutical stock. Assist with the Issuing of stock against orders from health facilities within the scope of practice of a Post Basic Pharmacist Assistant. Assist with the efficient and secure packaging of pharmaceutical products for delivery. Assist with the effective control and distribution of completed pharmaceutical orders to facilities. Compliance with good pharmacy practice and good warehouse practice. Support and assist the Pharmacy Supervisor with collating statistics.

ENQUIRIES : Ms C Buthelezi Tel No: (021) 483-8804

NOTE : No payment of any kind is required when applying for this post. Candidates will be subjected to a written/practical and oral assessment. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment, on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)".

POST 29/293 : **ADMINISTRATION CLERK: ADMISSIONS**
Overberg District

SALARY : R237 453 per annum

CENTRE : Otto Du Plessis Hospital

REQUIREMENTS : Minimum educational qualification: Senior Certificate or equivalent qualification. Experience: Appropriate administrative experience in a health environment with experience with HECTIS and CLINICOM System. Inherent requirement of the job: Willingness to work 12-hour shifts (which include night duty, weekends and public holidays) and work overtime on short notice. Competencies (knowledge/skills): Knowledge of HECTIS & Clinicom. Knowledge of Hospital Fees Memorandum 18 and UPFS. Computer literacy (MS Word and Excel) and knowledge of record keeping procedures. Good communication skills. Ability to accept accountability and responsibility and to work independently and unsupervised.

DUTIES : Registration and capturing of patient information. Responsible for revenue control which includes receipt of money, issue of accounts and safekeeping of patient's valuables. Reception tasks attend patient queries and folder management. Medical records functions: Keep record, file, retrieve folders, trace old folders, destruct folders and compile new folders. Effective assistance and support to supervisor, colleagues and other institutions.

ENQUIRIES : Ms S Laubscher Tel No: (028) 424-1167

NOTE : No payment of any kind is required when applying for this post. Candidates will be required to undergo a practical assessment.

POST 29/294 : **ADMINISTRATION CLERK: SUPPORT (WASTE MANAGEMENT)**
Chief Directorate: Metro Health Services

SALARY : R237 453 per annum

CENTRE : Valkenberg Hospital

REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in segregation, packaging, storage, transportation, disposal and treatment of health care risk waste in a hospital

environment. Appropriate experience in segregation, packaging, storage, transportation, disposal and treatment of domestic waste in a hospital environment. Inherent requirement of the job: Ability to do physical work. Valid (Code B/EB) drivers' licence. Ability to lift heavy objects. Willingness to work overtime if required. Competencies (knowledge/skills): Knowledge of domestic and health care risk waste regulations and protocols. Knowledge of cleaning materials and agents. Computer literate.

DUTIES : Effectively manage of domestic and health care risk waste departments processes and adhere to infection control as well as health and safety regulations. Ensure compliance to service level agreement and deal with outsourced services. Manage the procurement of consumables, as well as the packing, supply, delivery of readily prepared items to the various hospital departments. Manage the collection, reprocessing, decontaminating and or disposal of dirty, used or expired items. Provide optimal support to supervisor and colleagues.

ENQUIRIES : Ms M Froneman Tel No: (021) 826-5864

NOTE : No payment of any kind is required when applying for this post.

POST 29/295 : **ADMINISTRATION CLERK: FINANCE/ADMIN**
West Coast District

SALARY : R237 453 per annum

CENTRE : Clanwilliam Hospital, Cederberg Sub-district

REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accounting as a passed subject and/or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas of the post. Experience: Appropriate experience in a Hospital Fees-related environment. Competencies (knowledge/skills): Computer literacy (Microsoft Office). Knowledge of Hospital Fees Memorandum Chapter 18, UPFS, BAS, HIS, Clinicom, Accounts Receivable (AR) System, JAC and Finance instructions. Ability to cope with a high work volume. Ability to deal with information in a confidential manner. Good interpersonal relations and organizational skills.

DUTIES : Follow up on medical aid and non-medical aid outstanding invoices in line with Hospital Fees Manual Chapter 18 and related Finance Instructions. General fees, administration and account-related duties/enquiries, including filing. Manage foreign patients. Check, debit/credit invoices as per UPFS and billing requirements. Cashier duties. Control the JAC Information and JAC Error Report. Complete all BAS transactions, including deposits, day ends, journals and special journals. Complete the balancing and reconciliation process between BAS and the AR System. Finalize all EDI processes. Allocation of medical aid and debtor payments.

ENQUIRIES : Ms. R van den Berg Tel No: (027) 482-2166

NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical test.

POST 29/296 : **ADMINISTRATION CLERK: HRM (PERSONNEL ADMINISTRATION: PAYROLL AND SERVICE BENEFITS) (X2 POSTS)**

SALARY : R237 453 per annum

CENTRE : Groote Schuur Hospital, Observatory

REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in People Management Administration and PERSAL. Competencies (knowledge/skills): Good communication skills (verbal and written). Computer literacy (MS Word, Excel, PowerPoint, Outlook), numeracy and mathematical skills. Good interpersonal and organisational skills and the ability to function under pressure under pressure and meet deadlines. Knowledge of the People Management prescripts in the Public Service.

DUTIES : Perform all administrative duties and PERSAL functions pertaining to personnel administration, e.g. appointments, service terminations, transfers, salary administration, leave, injury on duty, distribution of payslips, debt management. Auditing and filling of personnel data and leave records. Administer probation reviews on PERSAL. Handle all personnel enquiries and correspondence (written and verbal). File personnel data, policies, regulations and circulars. Application of general administration, office correspondence,

enquiries and supervisor support and implementation and application of People management policies.

ENQUIRIES : Ms J Kammies Tel No: (021) 404-2042
NOTE : No payment of any kind is required when applying for these posts. Shortlisted candidates may be subjected to a practical assessment.

POST 29/297 : **ADMINISTRATION CLERK: HRM (RECRUITMENT AND SELECTION)**

SALARY : R237 453 per annum
CENTRE : Groote Schuur Hospital, Observatory
REQUIREMENTS : Minimum educational qualifications: Senior Certificate (or equivalent). Experience: Appropriate experience in Recruitment and Selection. Competencies (knowledge/skills): Computer literacy. Attention to detail, relationship building skills, multi-tasking, time management, critical and analytical thinking. Knowledge of the Western cape Government Recruitment and Selection policy.
DUTIES : Filing of documents and maintenance of various HR databases. Support Selection Panel as HR Advisor. Process and facilitate paid/unpaid job offers and contracts of employment. Hosting of fingerprints and sending documents to external service provider for verification.
ENQUIRIES : Ms D Bailey Tel No: (021) 404-2362
NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a practical test.

POST 29/298 : **ADMINISTRATION CLERK: SUPPORT (TECHNICAL SERVICES)**
Chief Directorate: Metro Health Services

SALARY : R237 453 per annum
CENTRE : Stikland Hospital
REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in a store environment. Appropriate experience of procurement processes. Inherent requirements of the job: Valid (Code B/EB) drivers' licence. Willingness to perform overtime when required. Competencies (knowledge/skills): Good interpersonal skills. Computer literacy (MS Outlook, MS Word, MS Excel, MS PowerPoint). Good written, verbal, listening and typing skills. Effective organising and record keeping skills. Ability to work well independently and in a team and be able to work under pressure. Must be self-motivated and reliable.
DUTIES : Perform tasks related to procurement administration, such as inviting of quotes on ePS, placing of orders, preparing quotes for Quotation Committee and follow-up with suppliers. Provide an office administrative support function. Events, workshop, project and meeting management. Warehouse management which includes the issuing and receiving of stock, maintaining and managing stock levels, ensuring proper warehouse control, capturing of all relevant documentation on LOGIS and keeping updated filing of all documentation. Ensure compliance to all relevant prescripts related to the stores. Handle telephonic and written queries from Vendors and End Users. Support to Supervisor including responding to basic queries, scheduling appointments, diary management, taking of messages & minutes, copying, office administration, emailing and sending out notices.
ENQUIRIES : Mr L Williams Tel No: (021) 940-4452
NOTE : No payment of any kind is required when applying for this post.

POST 29/299 : **ADMINISTRATION CLERK: FINANCE/ADMIN**
Directorate: Management Accounting

SALARY : R237 453 per annum
CENTRE : Head Office, Cape Town (based at Stikland, E Block Naomi Huis, Revenue Administration office, within the province)
REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accounting as a passed subject and/or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KPA's) of the post. Experience: Appropriate experience in a Hospital patient fees or a health related claims environment. Appropriate experience with medical aid/scheme claims. Appropriate working experience in a HIS (Health Information system)/Accounts Receivable System. Inherent requirements of the job: A valid (Code B/EB) drivers' licence (persons with a

valid Learner's Licence may also apply). Willingness to travel and spend long periods away from the office. Competencies (knowledge/skills): Knowledge of In-Hospital Patient fees or in a health-related claims environment, medical aid/scheme claims, HIS (Health Information system)/Accounts Receivable System. Knowledge of the Hospital Fees policies and procedures. Knowledge of UPFS tariff structures. Ability to perform Medical Aid/EDI (Electronic Data Interchange) related transactions in the billing systems. Ability to perform billing related transactions for State Departments i.e. RAF (Road Accident Fund), SANDF (South African National Defence Force), SAPS (South African Police Services), DCS (Department of Correctional Services) and COID (Compensation for Occupational Injury on Duty). Computer literacy in Microsoft Office applications (Word, and Excel).

DUTIES : Assist various facilities with billing of account backlogs, raising and releasing of invoices and debiting of charge entries to invoices as per UPFS (Uniformed Patient Fee Schedule) billing procedures. Assist facilities fees departments with relevant reports for follow up of outstanding patient accounts and invoices. Assist with submissions of EDI (Electronic Data Interchange) claims, rejections and resubmissions. Liaise with debtors, Medical Aids, and other relevant stakeholders regarding queries; stale claims and outstanding balances. Ensure submission of invoices to State Departments and assist hospitals to clear backlogs in terms of outstanding invoices. Assist with the clean-up of outstanding medical aid balances through the provision of support i.e investigation and follow-up, or escalation, of outstanding accounts. Assist with the clean-up of outstanding medical aid balances by providing the relevant reports i.e distribute reports (BD006) to hospitals, or similar reports to medical schemes.

ENQUIRIES : Ms L Ismail Tel No: (069) 245-5927

NOTE : No payment of any kind is required when applying for this post. Candidates must be prepared to complete a competency test as part of the evaluation process.

POST 29/300 : **STAFF NURSE GRADE 1 TO 3 (CHILDREN'S WARD)**
Garden Route District

SALARY : Grade 1: R229 440 per annum
Grade 2: R272 778 per annum
Grade 3: R319 071 per annum

CENTRE : Oudtshoorn Hospital

REQUIREMENTS : Minimum educational qualification: Qualification that allows registration with the SANC as a Staff Nurse. Registration with a professional council: Registration with the SANC as a Staff Nurse. Experience: **Grade 1**: None **Grade 2:** A minimum of 10 years' appropriate/recognisable experience in nursing after registration as Staff Nurse with the SANC. **Grade 3**: A minimum of 20 years' appropriate/recognisable experience in nursing after registration as Staff Nurse with the SANC. Inherent requirement of the job: Willingness to work shifts, night duty, including weekends, public holidays as well as overtime. Willingness to assists in the other wards in the hospital and at the clinics in the Sub-district when needed. Competencies (knowledge/skills): Good communication and interpersonal relationships. Self- discipline and motivation. Ability to work in a team across the service platforms.

DUTIES : Development and implementation of basic patient care plans. Provide basic clinical nursing care. Effective utilization of physical and financial resources. Maintain professional growth/ethical standards and self- development. Take actions to improve quality of nursing care. Participate in infection prevention and control.

ENQUIRIES : Ms WR Abrahams Tel No: (044) 203 - 7203

NOTE : No payment of any kind is required when applying for this post. Candidates will be required to undergo a practical assessment. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status).

POST 29/301 : **LAUNDRY SUPERVISOR (FOLDERS/IRONING) (X8 POSTS)**
Directorate: Facilities Management (Laundry Services)

SALARY : R201 903 per annum
CENTRE : Head Office, Cape Town (Tygerberg and Lentegeur Central Laundry)
REQUIREMENTS : Minimum educational qualification: General education and Training Certificate (GETC) Grade 9 (Std 7). Experience: Appropriate experience in laundry and linen environment. Inherent requirement of the job: The ability to work public holidays and overtime when required. The ability to deal with diversity in culture and attitudes. Ability to work under pressure, perform physically demanding tasks and to handle heavy objects. Competencies (knowledge/skills): Good numerical skills. Knowledge of and the ability to interpret the Western Cape Government Linen Management Policy. Ability to maintain confidentiality. Knowledge and understanding of laundry and linen policies and Hygiene and Safety standards. Good communication skills.
DUTIES : Supervision and control of the daily operations of the laundry section. Supervise and record of dispatched linen from the linen bank to the hospital wards. Supervision of laundry processing and maintenance services. Check and monitor condition of laundry machine equipment. Supervise and monitor cleaning of laundry equipment in line with environmental health and safety standards. Supervision of human and physical resources. Guide and mentor staff on the provision of laundry services. Conduct performance reviews of staff on the Staff Performance system (PERMIS). Assist with in service training of staff. Effective quality control and supervision of the laundry services. Perform pre-condemning of linen and report irregularities to the Line Manager. Implementation of infection control and waste management in the laundry unit. Ensure effective control and effective management of data/stats in the laundry unit. Ensuring high standards of cleanliness and- proper linen handling.
ENQUIRIES : Mr J Roberts Tel No: (021) 933-0834
NOTE : No payment of any kind is required when applying for this post.

POST 29/302 : **PORTER (X6 POSTS)**

SALARY : R144 024 per annum
CENTRE : Tygerberg Hospital, Parow Valley
REQUIREMENTS : Minimum requirement: Basic numeracy and literacy. Experience: Appropriate experience in a healthcare environment. Inherent requirement of the job: Willingness to work shifts and ability to report for duty at 6:30 (weekends included). Willingness to handle bodies (corpses). Ability to handle heavy objects. Willingness to work irregular hours as required. Competencies (knowledge/skills): Good communication skills. Ability to adhere to safety standards, infection control, prevention of cross contamination.
DUTIES : Transport patients and corpses. Transport blood specimens from various wards to various laboratories and vice versa. Assist with loading of patients in and out of ambulances, vehicles, to & from, beds, trolleys, or wheelchairs and vice versa. Responsible for collecting and cleaning of wheelchairs, trolleys and blood hampers.
ENQUIRIES : Ms B Kluyts Tel No: (021) 938-5961
NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical assessment.

POST 29/303 : **GENERAL WORKER: STORES**
Chief Directorate: Rural Health Services

SALARY : R144 024 per annum
CENTRE : Paarl Hospital
REQUIREMENTS : Minimum requirement: Basic literacy and numeracy skills. Experience: Appropriate experience in a stores/warehouse environment. Inherent requirements of the job: Incumbent must be able and strong enough to lift heavy boxes. Do filing and general assisting in other departments. Work after hours and weekends when required. Competencies (knowledge/skills): Ability to communicate effectively (verbal and written). Ability to work independently and in a team. Good interpersonal and communication skills.
DUTIES : Deliver stock to wards, theatres, administration building and any other department. Ensure issue vouchers are returned to relevant clerk to capture and file. Assist clerk with checking, receiving, packing, unpacking, storage and issuing of stock according to standards. Safe keeping of equipment and stock

(consumables and inventory) in the stores. Assist to ensure effective Stock Control procedures are maintained and enforced. Assist clerk with stock take and general duties. Keep the store neat, tidy and clean in order to comply with safety regulations. Perform other duties as assigned by the supervisor.

ENQUIRIES : Ms R Van Renen, email: Rolene.VanRenen@westerncape.gov.za
NOTE : No payment of any kind is required when applying for this post.

POST 29/304 : **HOUSEHOLD AID**
West Coast District

SALARY : R144 024 per annum
CENTRE : Radie Kotze Hospital, Bergriver Sub-district
REQUIREMENTS : Minimum requirement: Basic literacy and numeracy. Experience: Appropriate cleaning experience in a hospital environment. Inherent requirements of the job: Willingness to work overtime, shifts including night shift, weekends and on public holidays. Willingness to handle buff machine, etc. Ability to handle heavy objects. Willingness to work in a team and rotate around the hospital. Competencies (knowledge/skills): Good interpersonal skills. Good verbal, as well as written communication skills. Appropriate knowledge with the use of the cleaning equipment, cleaning materials and cleaning detergents and stock.
DUTIES : Deliver an effective, efficient and safe hygiene and domestic services in a hospital environment. Contribute to effective management of domestic responsibilities. Effective and efficient Waste Management. Participates in linen management. Contributes to effective utilization and functioning of consumables, apparatus and equipment. Renders optimal support service to Household supervisor.
ENQUIRIES : Ms TJ Fredericks Tel No: (021) (022) 814-0460
NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical test.

POST 29/305 : **CLEANER (X2 POSTS)**
Chief Directorate: Metro Health Services

SALARY : R144 024 per annum
CENTRE : Bothasig CDC (X1 Post)
Elsies River CHC (X1 Post)
REQUIREMENTS : Minimum requirement: Basic reading and writing skills. Experience: Appropriate cleaning experience in a Health Facility. Inherent requirements of the job: Willingness to work 12-hour shifts and after hours (night duty, weekends and public holidays). Willingness to work overtime on short notice when required. Ability to perform physical tasks e.g. utilization of cleaning equipment etc. Willingness to work in the geographical PHC facilities within the Northern/Tygerberg Sub-Structure when operationally required. Competencies (knowledge/skills): Good interpersonal skills. Appropriate knowledge with the use of cleaning equipment and cleaning materials.
DUTIES : Provide a clean and hygienic environment to prevent the spread of infection. General cleaning and maintenance (dusting, sweeping, vacuuming, polishing, scrubbing and mopping). Effective utilization of cleaning materials and equipment. Ensure that cleaning equipment is clean after usage and securely stored. Effective use of cleaning agents and stock as well as elementary stock control. Responsible for general hygiene and safe environment in terms of standard and procedures. Optimal support to supervisor and colleagues.
ENQUIRIES : Ms C Lloyd Tel No: (021) (021) 818-0940 for Bothasig CDC, Ms. J Isaacs Tel No: (021) 931-0211 for Elsies River CHC
NOTE : No payment of any kind is required when applying for this post. Candidates may be subjected to a practical assessment/oral assessment.

POST 29/306 : **MEDICAL SPECIALIST GRADE 1 TO 3 (INTERNAL MEDICINE) (20 SESSIONS)**
Chief Directorate: Metro Health Services
(12-Month Contract)

SALARY : Grade 1: R671 per hour
Grade 2: R766 per hour
Grade 3: R887 per hour
CENTRE : Karl Bremer Hospital

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa as Medical Specialist in Internal Medicine. Registration with a professional council: Registration with the Health Professional Council of South Africa (HPCSA) as a Medical Specialist in Internal Medicine. Experience: **Grade 1**: None after registration with the HPCSA as a Medical Specialist in Internal Medicine. **Grade 2**: A minimum of 5 years' appropriate experience as Medical Specialist in Internal Medicine, after registration with the HPCSA (or a recognized foreign Health Professional Council in respect of a foreign qualified employee). **Grade 3:** A minimum of 10 years' appropriate experience as Medical Specialist in Internal Medicine, after registration with the HPCSA (or a recognized foreign Health Professional Council in respect of a foreign qualified employee). Inherent requirements of the job: Valid driver's license and willingness to travel. Competencies (knowledge/skills): Clinical experience in Internal Medicine with competence in echocardiography. Ability to render high quality clinical care in the in- and out-patient setting, including excellent medical record keeping. Ability to balance the outputs of a large clinical workload with the teaching and supervisory requirements of the position. Be computer literate, have strong administrative, managerial, communication and conflict resolution skills.

DUTIES : Clinical service delivery at specialist level across the full spectrum of Internal Medicine services, including wards, outpatients, emergency centre and specialised clinics. Administrative & clinical governance including OPD management, medical record keeping, data analysis, quality improvement and equipment management. Teaching, training and supervision of junior medical staff and students with participation in the hospital academic program. Domain specific outputs and participation within the Metro East ecosystem, including alignment with all aspects of district-hospital-level Internal / General Medicine – both within the hospital and the Metro East ecosystem.

ENQUIRIES : Dr S le Roux Tel No: (021) (021) 918-1990

NOTE : No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with their levant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status).

POST 29/307 : **MEDICAL SPECIALIST GRADE 1 TO 3 (ORTHOPAEDICS) (SESSIONAL) (5 TO 20 SESSIONS PER WEEK)**
Chief Directorate: Metro Health Services
(Contract Till 31 March 2029)

SALARY : Grade 1: R671 per hour
Grade 2: R766 per hour
Grade 3: R887 per hour

CENTRE : New Somerset Hospital

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professional Council of South Africa (HPCSA) as a Medical Specialist in Orthopaedics. Registration with a professional council: Registration with the HPCSA as a Medical Specialist in Orthopaedics. Experience: **Grade 1**: None after registration with the HPCSA as a Medical Specialist in Orthopaedics. **Grade 2:** A minimum of 5 years appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Orthopaedics. **Grade 3**: A minimum of 10 years appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Orthopaedics. Inherent requirements of the job: Valid Driver's licence. Willingness to perform after hour calls when necessary. Competencies (knowledge/skills): Ability to successfully participate in an extremely busy orthopaedic service on a district level. Strong ethical principles and relevant clinical and counselling skills. Computer literacy. Leadership-, interpersonal- and organisational skills. Tertiary knowledge and skills in the field of Trauma and Emergency Orthopaedic Surgery as well as district level elective orthopaedics. Appropriate and relevant experience in

orthopaedics as a Medical Specialist. Appropriate experience in trauma and emergency orthopaedic surgery as a primary surgeon. Appropriate experience in hip arthroplasty as the primary surgeon on district level.

DUTIES : Provision of clinical service delivery at specialist level across the full spectrum of general Orthopaedic Surgery. The primary responsibility would be trauma and emergency Orthopaedics at district level. Trauma and orthopaedic after hours calls at hospitals within the regions as specified by the employer. Provision of clinical service delivery at specialist level of elective Orthopaedic Surgery (district level). Participation in appropriate outreach programmes. Supervision of clinical and operative activities of orthopaedic surgeons- in-training. Active participation in the postgraduate and undergraduate teaching programmes of the Department. Effective management and administration of a wide range of "Portfolios" and develop, conduct and supervise research projects. Training and Teaching of medical officers and orthopaedic registrars and relevant burden of disease Research and Audits.

ENQUIRIES : Dr J Hendricks Tel No: (021) (021) 64-08 or email: Jacques.Hendricks@westerncape.gov.za

NOTE : No payment of any kind is required when applying for this post. "Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview." This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for a change in registration status)".

POST 29/308 : **MEDICAL SPECIALIST GRADE 1 TO 3 (PAEDIATRICS AND CHILD HEALTH) (20 SESSIONS)**
Chief Directorate: Metro Health Services
(12-Month Contract)

SALARY : Grade 1: R671 per hour
Grade 2: R766 per hour
Grade 3: R887 per hour

CENTRE : Karl Bremer Hospital

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa as Medical Specialist in Paediatrics. Registration with a professional council: Registration with the Health Professional Council of South Africa (HPCSA) as a Medical Specialist in Paediatrics. Experience: **Grade 1**: None after registration with the HPCSA as a Medical Specialist in Paediatrics. **Grade 2**: A minimum of 5 years' appropriate experience as Medical Specialist in Paecdiatrics, after registration with the HPCSA (or a recognized foreign Health Professional Council in respect of a foreign qualified employee). **Grade 3**: A minimum of 10 years' appropriate experience as Medical Specialist in Paediatrics, after registration with the HPCSA (or a recognized foreign Health Professional Council in respect of a foreign qualified employee). Inherent requirements of the job: Valid driver's licence. Willingness to travel. Competencies (knowledge/skills): Ability to render high quality clinical care in the in- and out-patient setting, including excellent medical record keeping. Ability to balance the outputs of a large clinical workload with the teaching and supervisory requirements of the position. Be computer literate, have strong administrative, managerial, communication and conflict resolution skills.

DUTIES : Clinical service delivery at specialist level across the full spectrum of Paediatrics / Child Health services, focused on OPD & specialised clinics but including wards and emergency centre. Administrative & clinical governance including oversight and management in OPD, medical record keeping, data analysis, quality improvement and equipment management. Teaching, training and supervision of junior medical staff and students with participation in the hospital academic program. Domain specific outputs and participation within the Metro East ecosystem, including promotion of child health and alignment with all aspects of district-level Child Health – within the hospital and the Metro East ecosystem.

ENQUIRIES : Dr S le Roux Tel No: (021) 918-1990

NOTE : No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements may also

apply. Such candidates will only be considered for appointment on condition that proof of application for registration with their relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status).

DEPARTMENT OF INFRASTRUCTURE

APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co

CLOSING DATE : 07 September 2026

NOTE : Shortlisted candidates will be required to attend interviews on a date and time determined by the department and submit documentation for verification purposes and criminal record vetting. All shortlisted candidates shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The selection process will be guided by the EE targets of the employing department. By applying for this position, you are consenting to the Western Cape Government contacting your previous employers/managers for an employment reference. Reference checks will include enquiries relating to your disciplinary records and reasons for leaving. Should you experience difficulties with your online application, technical support is available from Monday to Friday from 08:00 to 16.00. Contact the helpline at 086 137 0214. For all other queries relating to the position, kindly contact the enquiries person as indicated in the advert. Please ensure that you submit your application before the closing date as no late applications will be considered.

OTHER POSTS

POST 29/309 : **DEPUTY DIRECTOR: BUDGET IMMOVABLE ASSET REF NO: DOI 68/2026**

SALARY : R932 292 per annum (Level 11), (all-inclusive salary package)

CENTRE : Department of Infrastructure, Western Cape Government

REQUIREMENTS : An appropriate 3-year B-Degree (equivalent or higher qualification) in Financial Management; A minimum of 3 years relevant experience in management accounting at supervisory/management level (Assistant Director). Competencies: Knowledge of the following: Public Finance Management Act (PFMA), Treasury Regulations, NT Instructions/Practice Notes applicable to budgeting and financial management; Provincial budgeting processes (MTEF, ENE/AENE, Rollovers, virements, shifting of funds); Management accounting principles, cash-flow planning, expenditure analysis, and cost-driver modelling; Revenue and expenditure control processes within the public sector; Public finance, human resources (HR) and records management processes; Functioning of the province and the activities of sister departments/related functional areas; Government policies; Labour Relations legislation and regulations; Performance management in general. Skills in the following: Advanced numeracy, analytical and financial modelling skills; Strong report-writing, presentation and communication skills; Computer literacy (Advanced Microsoft Excel, Microsoft Word (report writing), Presentation tools); Project management, problem-solving, and stakeholder engagement; Accounting/Finance skills relating to budgeting and in-year financial reporting; Team leadership & people management; Problem solving & decision-making; Planning & organising; Attention to detail.

DUTIES : Undertake financial planning, budgeting processes by analysing project lists for infrastructure programmes; Manage the roll-over, Adjustment Estimates of National Expenditure (AENE), and virement process; Manage reporting of Immovable Assets sub-directorate including inputs to the Infrastructure Reporting Model (IRM); Manage administrative and operational functions of the Immovable Asset Sub-directorate.

ENQUIRIES : Ms S Andrews Tel No: (021) 483 483 5180

POST 29/310	:	**PROFESSIONAL ENGINEER (PRODUCTION LEVEL): REGIONAL ROADS MANAGEMENT (OUDTSHOORN) REF NO: DOI 95/2025 R2**
SALARY	:	Grade A: R914 517 - Grade C: R1 376 199 per annum, (Salary will be determined based on post registration experience as per OSD prescript)
CENTRE	:	Department of Infrastructure, Western Cape Government.
REQUIREMENTS	:	Civil Engineering Degree (B Eng/ BSC(Eng)) or relevant qualification; Three years post-qualification engineering experience required; Compulsory registration with ECSA as a Professional Engineer; A valid code B or higher driving licence. Competencies: Knowledge of the following: Land use planning, economics, relevant legislation, regulations, policies and acts; Road design and construction; Project management; Strategic capability and leadership; Professional judgement; Networking. Skills needed: Financial management; Written and verbal communication; Analytical; Computer-aided engineering applications; Research and development; Technical report writing; Problem solving.
DUTIES	:	Provide comment and recommendations on development applications affecting the proclaimed road network; Develop mechanisms and procedures to counteract illegal activity effecting the proclaimed road network; Identify road safety problems, develop and implement remedial measures; Coordinate and manage in-house road construction, reseal, regravel and specialised routine road maintenance activities conducted at the Regional Office and District Municipalities; Develop procedures and methods to improve on productivity and quality of inhouse projects; Manage acceptance and quality control procedures and compile design standard specifications for inhouse projects; Compile tender documentation and technical specifications for the acquisition of road building and maintenance material as well as other road services; Undertake other duties in support of the District Road Engineer; Extensive relevant experience and working knowledge of the following will be advantageous: Road-built environment; Management of road construction and maintenance projects; Road planning, design and financial management; Project management; Construction equipment and effective implementation thereof; Supply chain and procurement processes, Environmental legislation and Occupational Health and Safety regulations.
ENQUIRIES	:	Mr X Smuts Tel No: (044) 272 6071
POST 29/311	:	**ARCHITECTURAL TECHNOLOGIST (PRODUCTION): ARCHITECTURAL SERVICES REF NO: DOI 69/2026**
SALARY	:	Grade A: R471 720 - Grade C: R717 846 per annum, (Salary will be determined based on post registration experience as per OSD prescript)
CENTRE	:	Department of Infrastructure, Western Cape Government.
REQUIREMENTS	:	Bachelor of Technology in Architecture (B. Tech) or relevant qualification; Three years post qualification Senior Architectural Technologist experience required; Compulsory registration with SACAP as a Senior Architectural Technologist; A valid driving licence. Competencies: Knowledge of the following: Technical: Project management; Architectural planning; Research and development; Computer-aided architectural applications; Knowledge of legal compliance; Technical report writing; Networking; Professional judgement. Generic: Problem solving and analysis; Decision making; Team leadership; Creativity; Self-management; Customer focus and responsiveness; Communication; Computer skills; Planning and organising; People management.
DUTIES	:	Provide technological advisory services: Support Architects and associates in site surveying, preparing measured drawings of existing buildings, collecting of practical information relating to the proposed project and prepare presentation drawings and models of the design; Detail design, landscape design and preparation of working drawings that will serve as legal instructions to the building contractor and in the process supervise building to ensure that the building is built according to the working drawings and other legal documents; Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology; Solve broadly defined technological challenges through application of proven techniques and procedures; Develop, maintain and manage current technologies; and Identify and optimize technical solutions by applying architectural principles; Perform administrative and related functions: Compile and submit monthly and quarterly reports; Provide inputs to the operational plan; and Develop, implement and maintain databases; Research and development: Keep up with new technologies and procedures;

Research/literature studies on technical architectural technology to improve expertise and liaise with relevant boards/councils on architectural-related matters.

ENQUIRIES : Ms E van den berg Tel No: (021) 483 9972

POST 29/312 : **ADMINISTRATIVE OFFICER: ECONOMIC HUB REF NO: DOI 67/2026**

SALARY : R338 106 – R398 277 per annum (Level 07)
CENTRE : Department of Infrastructure, Western Cape Government.
REQUIREMENTS : An appropriate 3-year National Diploma/B-Degree (equivalent or higher qualification); A minimum of 1-year relevant experience. Competencies: Knowledge of the following: Legislation, regulatory frameworks, policies and best practices that have a bearing on the line functions; Record management; Information systems that aid in the management of knowledge and information pertaining to the line function; Project management; Operational management practices; Procurement and tendering processes; Modern systems of governance and administration; Public service procedures, processes and systems; Constitutional, legal and institutional arrangements governing the South African public sector; Public finance, human resources and discourse management processes; Public Finance Management Act, National and Provincial Treasury Regulations, other financial policies, prescripts, directives and collective agreements; Functioning of the Province and the activities of sister departments/related functional areas; Policies of the government of the day; Labour Relations legislation and regulations; Performance management in general. Skills in the following: Computer Literacy in Ms Office (Word, Excel and PowerPoint); Excellent Communication (written and verbal skills); Ability to work in a team; Ability to work under pressure and meets deadlines; Reliable; Self-motivated.
DUTIES : Render administrative support services; Provide support to Project Officer regarding meetings; Support the Project Officer with the administration of the budget; Analyse the relevant Public Service and departmental prescripts / policies and other documents and ensure that the application thereof is understood properly.
ENQUIRIES : Ms S Abdurahman Tel No: (021) 483 5019

POST 29/313 : **ACCOUNTING CLERK: BANKING AND CASH REF NO: DOI 70/2026**

SALARY : R237 453 - R279 708 per annum (Level 05)
CENTRE : Department of Infrastructure, Western Cape Government.
REQUIREMENTS : Senior Certificate (Grade 12 or equivalent qualification) with Mathematics and/or Accounting as subjects passed; A valid driving license (Code B or higher). Competencies: A good understanding of the following: Financial functions, practices as well as the ability to capture data, operate computer and collate financial statistics; Public Service financial legislations, procedures and processes, National Treasury Regulations, Provincial Treasury Instructions, Public Finance Management Act (PFMA), 1999,(DORA, PSA, PSR, PPPFA, Financial Manual); Financial operating systems and data base management; Skills needed: Computer literacy (MS Office); Planning and organising; Good verbal and written communication; Basic Numeracy; Ability to capture data and collate financial statistics; Ability to operate office equipment and Ability to work under pressure.
DUTIES : Render Financial Accounting transactions: Process financial claims in accordance with applicable prescripts and ensure all supporting documentation is complete and accurate; Maintain and reconcile ledger accounts to ensure accurate recording of all financial transactions; Perform Bookkeeping support services: Accurately capture all financial transactions into the relevant financial operating systems; Clear suspense and ledger accounts timeously by investigating and resolving reconciling items.
ENQUIRIES : Mr G Friester Tel No: (021) 483 5277

DEPARTMENT OF LOCAL GOVERNMENT

APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co
CLOSING DATE : 07 September 2026

NOTE : Shortlisted candidates will be required to attend interviews on a date and time determined by the department and submit documentation for verification purposes and criminal record vetting. All shortlisted candidates shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The selection process will be guided by the EE targets of the employing department. By applying for this position, you are consenting to the Western Cape Government contacting your previous employers/managers for an employment reference. Reference checks will include enquiries relating to your disciplinary records and reasons for leaving. Should you experience difficulties with your online application, technical support is available from Monday to Friday from 08:00 to 16.00. Contact the helpline at 086 137 0214. For all other queries relating to the position, kindly contact the enquiries person as indicated in the advert. Please ensure that you submit your application before the closing date as no late applications will be considered.

OTHER POSTS

POST 29/314 : **DEPUTY DIRECTOR: LEGISLATION DEVELOPMENT REF NO: LG 20/2026**

SALARY : R932 292 per annum (Level 11), (all-inclusive salary package)
CENTRE : Department of Local Government, Western Cape Government.
REQUIREMENTS : An appropriate 3-year National Diploma/B-Degree (equivalent or higher qualification) in Public Administration or Law; A minimum of 3 years middle management experience. Competencies: Knowledge of the following: The Constitution and Local Government suite of Legislations-ie. Municipal Systems Act 32 of 2000, Municipal Structures Act, 117 of 1998; Political Environment; Drafting legislation; Human Resource Management; Financial Management. Skills in the following: Computer literacy in MS Office Package (Word, Excel, PowerPoint); Communication (written and verbal); Good interpersonal and decision-making; Supervising staff; Planning and Organising; Language; Research; Ability to work independently and as part of a team.
DUTIES : Support Municipalities with the development, review and/or implementation of Local Government legislation and legal instruments; Develop comments on National Bills, Provincial Bills, Policies and/or Draft Regulations; Development and Amendment of Provincial Legislation, coordinating procedural matters pertaining to councils; Provide advice on Legislation and facilitate execution of statutory mandates of MEC for Local Government; Capacitation and training to councilors and/or municipal officials; Monitor implementation of financial recovery plans; Plan and manage the work of and account for the overall performance of the sub-directorate; People Management; Financial Management; Strategic Management.
ENQUIRIES : Mr K Makan Tel No: (021) 483 4365

POST 29/315 : **DEPUTY DIRECTOR: DISASTER INSTITUTIONAL CAPACITY (TYGERBERG) REF NO: LG 21/2026**

SALARY : R932 292 per annum (Level 11), (all-inclusive salary package)
CENTRE : Department of Local Government, Western Cape Government
REQUIREMENTS : An appropriate 3-year National Diploma/B-Degree (equivalent or higher qualification) in Disaster Management or relevant field; A minimum of 3 years middle management experience. Competencies: Knowledge of the following: Disaster Management Act (Act 57 of 2002) as amended; Sound stakeholder forum management; Best practice regarding disaster management and fire rescue services; Knowledge of and working experience with the legislation, regulatory frameworks, policies and best practices that have a bearing on the line functions; Information systems that aid in the management of knowledge and information pertaining to the line function; Project management, labour practices and performance management; Operational management practices; Procurement and tendering processes; Policy development, and operational management, monitoring and review processes; Modern systems of governance and administration; Public service procedures, processes and systems; Regional and local political, economic and social affairs impacting on the provincial government of the Western Cape; Constitutional, legal and institutional arrangements governing the South African public sector; Public finance, human resources management processes; Public Finance

Management Act, National and Provincial Treasury; Regulations, other financial policies, prescripts, directives and collective agreements; Functioning of the Province and the activities of sister departments/related functional areas; Policies of the government of the day; Labour Relations legislation and regulations; Performance management in general. Skills in the following: Computer literacy in MS Office Package (Word, Excel, PowerPoint); Communication (written and verbal); Crises Management; Project Management; Emotional resilience and stress management; Financial Management including Contract Management; People Management and Empowerment; Ability to work independently and as part of a team and collaboration.

DUTIES : To assist with the coordination and facilitation of the institutionalisation disaster management in the province: Establish the functioning of IGR Disaster Management structures in the province, including workgroups; Co-ordinate special events in the province; Develop disaster management (DM) legislation and frameworks; Collate, compile and submit Disaster Management Annual Report, perform disaster response team leader function while on standby and during disaster activation; Responsible for Monitoring and Evaluation and related reporting; People and Financial Management; Plan and manage the work of and account for the overall performance of the Sub-directorate; Develop and support capacity building initiatives.

ENQUIRIES : Ms Sonja Chinnian Tel No: (021) 937 6306

POST 29/316 : **REGIONAL COORDINATOR: CDW MANAGEMENT: REGION B (CENTRAL KAROO) REF NO: LG 10/2026**

SALARY : R487 197 - R573 897 per annum (Level 09)
CENTRE : Department of Local Government, Western Cape Government
REQUIREMENTS : An appropriate 3-year National Diploma/B-Degree (equivalent or higher qualification); A minimum of 3 years relevant experience; A valid (Code B or higher) driving license. NB: People with disabilities that restrict driving abilities, but who have reasonable access to transport, may also apply. Competencies: Working knowledge and understanding of the following: Legislation, regulatory frameworks, policies and best practices that have a bearing on the line functions; Information systems that aid in the management of knowledge and information pertaining to the line function; Project management; Operational management practices; Procurement and tendering processes; Policy development, and operational management, monitoring and review processes; Modern systems of governance and administration; Public service procedures, processes and systems; Knowledge and understanding of the regional and local political, economic and social affairs impacting on the provincial government of the Western Cape; Constitutional, legal and institutional arrangements governing the South African public sector; Public finance, human resources and discourse management processes; Public Finance Management Act, National and Provincial Treasury Regulations, other financial policies, prescripts, directives and collective agreements; Province and the activities of sister departments/related functional areas; Policies of the government of the day; Labour Relations legislation and regulations; Performance management in general. Skills in the following: Numeracy; Literacy; Computer Literacy; Language skills; Project Management; Accounting, Finance and Audit; People Management; Intergovernmental Relations; Stakeholder Management.

DUTIES : Develop and maintain sound inter-governmental relations; Monitor and maintain regular contact and supervision of CDW Supervisor and contact with CDWs; Co-ordinate, monitor and manage the required information; Inform the CDWP Manager of all issues; Gather relevant information and co-ordinate appropriate actions relevant information and co-ordinate appropriate actions; Undertake Any Other Tasks or Interventions in the Regions; Managerial functions.

ENQUIRIES : Ms M Petro Tel No: (021) 483 2864

POST 29/317 : **ASSISTANT DIRECTOR: RECOVERY (TYGERBERG) REF NO: LG 24/2026**

SALARY : R487 197 - R573 897 per annum (Level 09)
CENTRE : Department of Local Government, Western Cape Government
REQUIREMENTS : An appropriate 3-year National Diploma/B-Degree (equivalent or higher qualification); A minimum of 3 years relevant experience in the disaster

management or relevant field. Competencies: Knowledge of the following: Disaster Management Act (Act 57 of 2002) as amended; Sound stakeholder forum management; Best practice regarding disaster management and fire rescue services; Legislation, regulatory frameworks, policies and best practices that have a bearing on the line functions; Information systems that aid in the management of knowledge and information pertaining to the line function; Project management, labour practices and performance management; Operational management practices; Procurement and tendering processes; Policy development, and operational management, monitoring and review processes; Modern systems of governance and administration; Public service procedures, processes and systems; Regional and local political, economic and social affairs impacting on the provincial government of the Western Cape; Constitutional, legal and institutional arrangements governing the South African public sector; Public finance, human resources management processes; Public Finance Management Act, National and Provincial Treasury; Regulations, other financial policies, prescripts, directives and collective agreements; Province and the activities of sister departments/related functional areas; Labour Relations legislation and regulations; Performance management in general; Policies of the government of the day. Skills in the following: Computer literacy in MS Office Package (Word, Excel, PowerPoint); Communication (written and verbal); Crises Management; Project Management; Ability to work independently and as part of a team.

DUTIES : To assist with the coordination and facilitate: Coordinate the disaster assessment and verification processes; Coordinate declaration processes; Conduct the disaster debriefings / post event analysis studies per declared disaster; Facilitate and coordinate the disaster relief, rehabilitation, reconstruction; Facilitate funding expenditure processes and procedures; Responsible for report writing; Perform disaster response team member function while on standby and during disaster activation; Assist with the management of human resources, performance management, financial management, leadership & strategic management in the Sub-directorate.

ENQUIRIES : Ms S Chinnian Tel No: (021) 937 6306

POST 29/318 : **ADMINISTRATION CLERK: DISASTER INSTITUTIONAL CAPACITY REF NO: LG 23/2026**

SALARY : R237 453 - R279 708 per annum (Level 05)
CENTRE : Department of Local Government, Western Cape Government
REQUIREMENTS : Grade 12 (Senior Certificate or equivalent qualification). Competencies: Knowledge and understanding of the following: Administrative processes; Clerical duties, practices as well as the ability to capture data; Government knowledge, including financial processes and Batho Pele Principles; Procedures in terms of the working environment; The understanding of social dynamics of communities; Skills needed: Computer literacy in MS Office Package (Word, Excel, PowerPoint); Ability to work independently and as part of a team; Record keeping and Communication skills (written and verbal).

DUTIES : Render general administrative support services; Provide supply chain clerical support services within the component; Provide personnel administration clerical support services within the component and provide financial administration support services in the component.

ENQUIRIES : Ms S Chinnian Tel No: (021) 937 6306

DEPARTMENT OF POLICE OVERSIGHT AND COMMUNITY SAFETY

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CLOSING DATE : 07 September 2026
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Reference checks will include enquiries relating to your disciplinary records and reasons for leaving. Should you experience difficulties with your online application, technical support is available from Monday to Friday from 08:00 to 16.00. Contact the helpline at 086 137 0214. For all other queries relating to the position, kindly contact the enquiries person as indicated in the advert. Please ensure that you submit your application before the closing date as no late applications will be considered.

OTHER POSTS

POST 29/319 : **DEPUTY DIRECTOR: PHYSICAL PROTECTION REF NO: POCS 08/2026**

SALARY : R932 292 per annum (Level 11), (all-inclusive salary package)
CENTRE : Department of Police Oversight and Community Safety, Western Cape Government.
REQUIREMENTS : An appropriate 3-year National Diploma/B-Degree (equivalent or higher qualification); PSIRA registration minimum Grade B; A minimum of 3 years middle management experience in a security environment; A valid (Code B or higher) driving licence. NB: People with disabilities that restrict driving abilities, but who have reasonable access to transport, may also apply. Competencies: Working knowledge of the following: Legislation, regulatory frameworks, policies and best practices in relation to safety and security; Information systems that aid in the management of knowledge and information pertaining to the line function; Project management; Operational management practices; Procurement and tendering processes; Policy development, and operational management, monitoring and review processes; Modern systems of governance and administration; Public service procedures, processes and systems; Regional and local political, economic and social affairs impacting on the provincial government of the Western Cape; Constitutional, legal and institutional arrangements governing the South African public sector; Public finance, human resources and discourse management processes. Skills in the following: Computer literacy in MS Office Package (Word, Excel, PowerPoint); People Management; Project Management; Conflict Management; Analytical; communication skills (written and verbal); Contract management; Problem solving; Investigation; Numeracy; Literacy; Computer Literacy; Language skills; Project Management; Accounting / Finance / Audit.
DUTIES : Facilitate the provisioning of security to safeguard the assets of the provincial government (employees/property/visitors); Facilitate the provisioning of outsourced security service providers to departments; Plan and manage the work of and account for the overall performance of the Sub-directorate; Financial Management; People Management.
ENQUIRIES : Mr Fred Watkins at Fred.Watkins@westerncape.gov.za

POST 29/320 : **ASSISTANT DIRECTOR: CORPORATE SERVICES RELATIONSHIP MANAGEMENT REF NO: POCS 06/2026**

SALARY : R487 197 - R573 897 per annum (Level 09)
CENTRE : Department of Police Oversight and Community Safety, Western Cape Government.
REQUIREMENTS : An appropriate 3-year National Diploma/B-Degree (equivalent or higher qualification); A minimum of 5 years relevant experience. Competencies: Knowledge and working experience of the following: Legislation, regulatory frameworks, policies and best practices that have a bearing on the line functions; Information systems that aid in the management of knowledge and information pertaining to the line function; Project management; Operational management practices; Procurement and tendering processes; Policy development, and operational management, monitoring and review processes; Modern systems of governance and administration; Public service procedures, processes and systems; Regional and local political, economic and social affairs impacting on the provincial government of the Western Cape; Constitutional, legal and institutional arrangements governing the South African public sector; Public finance, human resources and discourse management processes; Public Finance Management Act, National and Provincial Treasury Regulations, other financial policies, prescripts, directives and collective agreements; Functioning of the province and the activities of sister departments/related functional areas; Policies of the government of the day; Labour Relations legislation and regulations; Performance management

in general; Skills in the following: Numeracy; Computer Literacy; Language; Project Management; Accounting / Finance / Audit; Budgeting and Financial Management; Communication and Information Management; Continuous Improvement; Citizen Focus and Responsiveness; Diversity Management; Impact and Influence; Planning and Organising; Problem Solving and Decision Making.

DUTIES : Implement, monitor, assess and report on the service delivery of the Corporate Service Centre to the department in terms of the service level agreement; Implement and coordinate the periodic internal review of the Corporate Service Centre service level agreement to ensure alignment with the department's service delivery requirements; Oversee the implementation of departmental operational service delivery obligations as required by the Corporate Services Centre service level agreement; Perform managerial functions.

ENQUIRIES : Ms Leandré Barends at Leandre.Barends@westerncape.gov.za

POST 29/321 : **ASSISTANT DIRECTOR: PHYSICAL PROTECTION REF NO: POCS 07/2026**

SALARY : R487 197 - R573 897 per annum (Level 09)

CENTRE : Department of Police Oversight and Community Safety, Western Cape Government.

REQUIREMENTS : An appropriate 3-year National Diploma/B-Degree (equivalent or higher); PSIRA registration minimum Grade B; A minimum of 3 years relevant experience; A valid (Code B or higher) driving licence. NB: People with disabilities that restrict driving abilities, but who have reasonable access to transport, may also apply. Competencies: Working knowledge and understanding of the following: Legislation, regulatory frameworks, policies and best practices that have a bearing on the line functions; Information systems that aid in the management of knowledge and information pertaining to the line function; Project management; Operational management practices; Procurement and tendering processes; Policy development, and operational management, monitoring and review processes; Modern systems of governance and administration; Public service procedures, processes and systems; Regional and local political, economic and social affairs impacting on the provincial government of the Western Cape; Constitutional, legal and institutional arrangements governing the South African public sector; Public finance, human resources and discourse management processes; Public Finance Management Act, National and Provincial Treasury Regulations, other financial policies, prescripts, directives and collective agreements. Skills in the following: Computer literacy in MS Office Package (Word, Excel, PowerPoint); People Management; Project Management; Conflict Management; Communication skills (written and verbal); Contract management; Problem solving; Numeracy; Literacy; Accounting / Finance / Audit.

DUTIES : Coordinate the provisioning of security services to safeguard Provincial Government assets, including employees, property and visitors; Manage and oversee the performance of outsourced security service providers across departments; Coordinate planning, reporting and performance management activities for physical protection; Managerial functions.

ENQUIRIES : Mr Denzil Samuels at Denzil.Samuels@westerncape.gov.za

POST 29/322 : **ADMINISTRATION CLERK: STRATEGIC PLANNING AND COORDINATION REF NO: POCS 05/2026**

SALARY : R237 453 – R279 708 per annum (Level 05)

CENTRE : Department of Police Oversight and Community Safety, Western Cape Government.

REQUIREMENTS : Grade 12 (Senior Certificate or equivalent qualification). Competencies: Knowledge of the following: Clerical duties, practices as well as the ability to capture data, operate computer and collecting statistics; Understanding of the legislative framework governing the Public Service; Working procedures in terms of the working environment. Skills needed: Planning and Organising; Writing and Reporting; Working with People; Adhering to Principles and Values; Relating and Networking; Problem Solving and Decision Making; Project Management; Accounting / Finance / Audit; Communication (written and verbal); Budgeting and Financial Management.

DUTIES : Provide personnel administration clerical support services within the component; Render general clerical support services; Provide supply chain

clerical support services within the component; Provide financial administration support services in the component.

ENQUIRIES : Ms N Gallant Tel No: (021) 483 6954

DEPARTMENT OF THE PREMIER

APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co

CLOSING DATE : 07 September 2026

NOTE : Only applications submitted online will be submitted. Kindly note that technical support is only available from Monday to Friday from 8:00 to 16:00. Should you experience any difficulties with your online application you may contact the helpline on 0861 370 214. Please ensure that you submit your application on or before the closing date as no late applications will be considered. The selection process will be guided by the EE targets of the employing department. By applying for this post, you are consenting to the Western Cape Government contacting your previous employers/managers for an employment reference. Reference checks will include enquiries relating to your disciplinary records and reasons for leaving. All shortlisted candidates must make themselves available to be interviewed at a date, time and place as decided by the selection panel. All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to assess relevant functional elements of the job and an interview. Following the technical exercise and interview, a maximum of (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity. The successful candidate will be required to complete the Senior Management Pre-Entry Programme (Nyukela) and submit the certificate before he/she can be appointed to this post. The purpose of the Senior Management Pre-Entry Programme, which is a public service specific training programme applicable to all applicants who aspire to join the SMS, is to ensure that the potential SMS members have a background in process and procedures linked to the SMS. The duration of the online Pre-Entry Programme is 120 national hours (15 days). Full details may be sourced by the following link: https://www.thensg.gov.za/training-course/sms-preentryprogramme. The successful candidate shall be subjected to a leadership assessment, within on (1) month of appointment, to assess the managerial competencies required for SMS members in the Public Service as specified under Chapter Five (5) of the SMS handbook. This assessment shall be conducted to determine an individual's ability to lead, manage, and direct others and to identify development gaps in core generic leadership and management competencies. The successful candidate will be required to enter into an employment contact and performance agreement. The successful candidate will be subject to security vetting; and the candidate will have to disclose her/his financial interest. Furthermore, thank you, to the huge public interest, we receive many applications for our posts, and as such will not be able to respond personally to all applications. Therefore, should you no hear from us within 10 weeks from close of the advert please consider your application unsuccessful.

MANAGEMENT ECHELON

POST 29/323 : **DIRECTOR: POLICY RESEARCH AND ANALYSIS REF NO: DOTP 87/2026**

SALARY : R1 317 384 per annum (Level 13), (all-inclusive salary package)

CENTRE : Department of the Premier, Western Cape Government.

REQUIREMENTS : An appropriate qualification at NQF level 7 as recognised by SAQA; A minimum of 5 years' experience at a middle/senior managerial level. Competencies: Knowledge of the following: Proven senior management expertise and practical experience in: Legislation and Governance: Deep understanding of modern systems of governance and public administration, including a thorough understanding of the constitutional, legal and institutional frameworks governing the South African public sector, and the application thereof in the Western Cape Government spatial information priorities; Regulatory Frameworks: The Public Finance Management Act (PFMA), National and Provincial Treasury Regulations, Labour Relations legislation, and related financial prescripts, directives and collective agreements, with demonstrated ability to ensure compliance, risk management, and sound governance and

Data Governance Frameworks; Strategic Management: Policy development, strategic planning, monitoring, and evaluation and review of processes aligned with provincial priorities and government outcomes; Financial Management: Public finance management, procurement and tendering processes, and human resource and discourse management; People and Performance Management: Comprehensive experience in human resource management, team leadership and performance systems to drive accountability and results; Operational Systems: Public service procedures, performance management systems, and information and knowledge management systems, enabling efficient operations, evidence-based decision-making and continuous improvement; Programme and Project Management: End-to-end programme and project management, including planning, implementation, oversight, reporting and risk mitigation to achieve strategic and operational targets; Contextual Awareness: Strong understanding of global, regional and local political, socio-economic and political dynamics, impacting the functioning of Western Cape and activities of provincial government departments, translating insights into informed strategic advice; Service Delivery and Innovation: Skilled in operational and knowledge management systems supporting evidence-based decision-making, efficient operations, and continuous improvement. Skills in the following: Effective communication skills; Strong ability to conceptualise, formulate and demonstrate thought leadership in complex applications; Persuasion and influencing abilities; Leadership, team-building and interpersonal skills; Planning, organising, and people management skills; Proven ability to multi-task, manage ambiguity, and perform efficiently in rapidly changing environments.

DUTIES : Line Management: Lead, transform, and manage the Western Cape Government's transversal policy, strategy and strategic planning functional areas. Lead research, analysis, and monitoring of the provincial policy environment to identify "whole of government and whole of society interventions" and drive a transversal response that is reflected in departments' policy, strategy, and strategic plans; Analyse the three spheres of government's policies, strategies, and laws (e.g., regulation, legislation, and bylaws) to evaluate their implications for the strategic agenda, operations, and service delivery models of the WCG and transversal structures, such as Portfolios; Analyse on-going national policy and strategy developments, and sensitise Cabinet, Sector Committees and departments on its implications for the province; Facilitate the development of transversal provincial policies as may be required (including stakeholder consultation as required); Ensure that WCG legislation, policies and strategies align with the Provincial Strategic Plan and long-term plans; Facilitate the periodic review of the Provincial Strategic Plan in line with prescribed strategic planning and budgetary processes; Institutionalise foresight (e.g. environmental scanning and scenario planning) in the development of strategy, policy, and strategic planning at various levels within the organisation (i.e., WCG, Portfolios, and departments) to ensure strategic decisions are calibrated against current and emerging external factors; Lead the development of transversal strategy, policy, and strategic planning processes and deliverables to generate intelligence that informs executive decisions and feeds into performance management systems; Ensure that WCG legislation, policies and strategies align and comply with human rights principles and with international, constitutional and national human rights obligations, policies and strategies; Provide thought leadership and engage in cross-cutting innovation initiatives that fall under the work of the Innovation, Culture, and Governance Portfolio, as well as Policy and Strategy-led innovation initiatives. Strategic Management (including change management): Define and review on a continual basis the purpose, objectives, priorities and activities of the Directorate; Drive the Directorate's strategic planning process; Drive the development and management of the strategic and business plans for the Directorate; Continuously evaluate the Directorate's performance, proactively report on delivery and emerging risks, adapt plans, and reallocate resources; Report to the Chief Director on a regular basis on the activities of the Directorate and on matters of substantial importance relating to operational management support; Monitor and ensure compliance with relevant legislation and prescripts in respect of adequate and appropriate record keeping of the activities of the Directorate, and of the resources (people, finances and assets) employed by it; Foster and promote a culture of innovation within the Directorate, and the Department; Diligently perform all duties assigned to the post of Director. People Management and Empowerment: Recruit, develop,

and retain staff in appropriate numbers and grades to achieve the Directorate's objectives; Motivate, train, and guide employees to achieve excellence in service delivery; Manage performance, evaluation, and development of staff; Oversee workforce planning, capacity building, and service delivery improvement initiatives; Promote sound labour relations and maintain discipline within the Directorate. Financial Management: Manage participation in the Directorate budgeting process, including Annual and Adjustment Budgets; Assume accountability for efficient, economic, and effective management of the Directorate's budget and expenditure; Ensure adherence to procurement, tender, and contract management requirements; Ensure alignment of expenditure with departmental and strategic objectives; Report on financial matters to the Chief Director and relevant oversight structures; Ensure appropriate risk management controls, asset management, and record-keeping are in place and adhered to.

ENQUIRIES : Ms. A Goldstuck; Alison.Goldstuck@westerncape.gov.za

OTHER POSTS

POST 29/324 : **DEPUTY DIRECTOR: SKILLS DEVELOPMENT FACILITATION REF NO: DOTP 32/2026**

SALARY : R932 292 - R1 098 195 per annum (Level 11), (all-inclusive salary package)
CENTRE : Department of the Premier, Western Cape Government.
REQUIREMENTS : An appropriate 3-year National Diploma/B-Degree (equivalent or higher qualification); A minimum of 3 years middle management experience. Competencies: Knowledge of the following: Policy development and implementation; National and Provincial legislation and instruments pertaining to human resource management; Human Resource Development Legislation, prescripts and directives. Skills in the following: Computer literacy in MS Office Package (Word, Excel, PowerPoint); Ability to work independently and as part of a team; Communication skills (written and verbal); Analytical skills; Strategic thinking; Ability to analyse, conceptualise and implement policy; Monitoring, evaluation and reporting; Presentation skills; Problem solving; Research; Conflict resolution.
DUTIES : Manage the sub-directorate responsible for the following for 11 WCG departments: Skills needs analysis, human resource development compliance reports (e.g. the Workplace Skills Plans), liaison with SETA's and other statutory agencies, facilitation and establishment of Skills Development and Bursary committees (HRD Committees), assess the impact of skills development interventions, fostering of people development partnerships and the administration of the Provincial Human Resource Development Forum; Perform managerial functions regarding the sub-directorate e.g. recruitment and selection of employees, motivate, train and guide employees, performance management of employees, monitor information capacity building, promote sound labour practices; Operational management of team – allocate duties, monitor outcomes and institute corrective measures to address deviations from standards and determine workflow; Give strategic direction to and manage policy issues.
ENQUIRIES : Ms F Jordaan Tel No: (021) 483 5508
NOTE : Shortlisted candidates will be required to attend interviews on a date and time determined by the department and submit documentation for verification purposes and criminal record vetting. All shortlisted candidates shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The selection process will be guided by the EE targets of the employing department. By applying for this position, you are consenting to the Western Cape Government contacting your previous employers/managers for an employment reference. Reference checks will include enquiries relating to your disciplinary records and reasons for leaving. Should you experience difficulties with your online application, technical support is available from Monday to Friday from 08:00 to 16.00. Contact the helpline at 086 137 0214. For all other queries relating to the position, kindly contact the enquiries person as indicated in the advert. Please ensure that you submit your application before the closing date as no late applications will be considered.

POST 29/325 : **ASSISTANT DIRECTOR: INTERNATIONAL RELATIONS REF NO: DOTP 86/2026**

SALARY : R487 196 - R573 897 per annum (Level 09)
CENTRE : Department of the Premier, Western Cape Government
REQUIREMENTS : An appropriate 3-year tertiary qualification (National Diploma/B Degree or higher qualification); A minimum of 3 years relevant experience. Competencies: Knowledge of international relations and diplomacy; Knowledge of protocol; Knowledge of South Africa's foreign policy; Knowledge of and working experience with the legislation, regulatory frameworks, policies and best practices that have a bearing on the line functions; Knowledge and understanding of information systems that aid in the management of knowledge and information pertaining to the line function; Knowledge and understanding of policy development, monitoring and review processes; Knowledge and understanding of modern systems of governance and administration; Knowledge and understanding of public service procedures, processes and systems; Knowledge and understanding of the regional and local political, economic and social affairs impacting on the provincial government of the Western Cape; Knowledge and understanding of Constitutional, legal and institutional arrangements governing the South African public sector; Knowledge and understanding of public finance, human resources and discourse management processes; Knowledge and understanding of the Public Finance Management Act, National and Provincial Treasury; Regulations, other financial policies, prescripts, directives and collective agreements; Knowledge and understanding of the functioning of the province and the activities of sister departments/related functional areas; Knowledge and understanding of the policies of the government of the day; Knowledge and understanding of Labour Relations legislation and regulations; Knowledge and understanding of performance management in general; Skills: Numeracy; Literacy; Computer Literacy; Language skills; Project Management.
DUTIES : Maintain and manage sound International Relations; Provide strategic guidance and advice regarding International Relations; Support stakeholders management and networking; Provide administrative support to the component.
ENQUIRIES : Mr R Thyssen @ Roderick.Thyssen@westerncape.gov.za Tel No: (021) 483 4256
NOTE : Shortlisted candidates will be required to attend interviews on a date and time determined by the department and submit documentation for verification purposes and criminal record vetting. All shortlisted candidates shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The selection process will be guided by the EE targets of the employing department. By applying for this position, you are consenting to the Western Cape Government contacting your previous employers/managers for an employment reference. Reference checks will include enquiries relating to your disciplinary records and reasons for leaving. Should you experience difficulties with your online application, technical support is available from Monday to Friday from 08:00 to 16.00. Contact the helpline at 086 137 0214. For all other queries relating to the position, kindly contact the enquiries person as indicated in the advert. Please ensure that you submit your application before the closing date as no late applications will be considered.

POST 29/326 : **LABOUR RELATIONS OFFICER: MISCONDUCT DISPUTES AND GRIEVANCES REF NO: DOTP 01/2026 R1**

SALARY : R413 001- R486 501 per annum (Level 08)
CENTRE : Department of the Premier, Western Cape Government.
REQUIREMENTS : An appropriate 3-year National Diploma/B-Degree (equivalent or higher qualification) in Labour Relations, Human Resource Management or Law; A minimum of 1-year experience within employee relations; A valid (Code B or higher) driving licence. NB: People with disabilities that restrict driving abilities, but who have reasonable access to transport, may also apply. Competencies: Knowledge of the following: Public Service Act, Public Service Regulations, Labour Relations, Human Resource Management and Conflict Management; Appropriate labour legislation; Relevant discipline, grievance and dispute procedures. Skills needed: Proven computer literacy in MS Office Package

(Word, Excel, PowerPoint etc); Ability to work independently and as part of a team; Written and verbal communication skills.

DUTIES : Handle misconduct matters; Handle grievances matter; Handle disputes; Render advice on misconduct and grievance matters; Implement measures in order prevent labour unrest; Render a support service; Conduct investigations (misconduct, grievances and disputes); Draft submissions for mandates; Represent the employer in dispute (conciliation and arbitration) matters and disciplinary hearings.

ENQUIRIES : Ms Ilse Sinclair Tel No: (021) 483 3520

NOTE : Shortlisted candidates will be required to attend interviews on a date and time determined by the department and submit documentation for verification purposes and criminal record vetting. All shortlisted candidates shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The selection process will be guided by the EE targets of the employing department. By applying for this position, you are consenting to the Western Cape Government contacting your previous employers/managers for an employment reference. Reference checks will include enquiries relating to your disciplinary records and reasons for leaving. Should you experience difficulties with your online application, technical support is available from Monday to Friday from 08:00 to 16.00. Contact the helpline at 086 137 0214. For all other queries relating to the position, kindly contact the enquiries person as indicated in the advert. Please ensure that you submit your application before the closing date as no late applications will be considered.

PROVINCIAL TREASURY

APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co

CLOSING DATE : 07 September 2026

NOTE : Shortlisted candidates will be required to attend interviews on a date and time determined by the department and submit documentation for verification purposes and criminal record vetting. All shortlisted candidates shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The selection process will be guided by the EE targets of the employing department. By applying for this position, you are consenting to the Western Cape Government contacting your previous employers/managers for an employment reference. Reference checks will include enquiries relating to your disciplinary records and reasons for leaving. Should you experience difficulties with your online application, technical support is available from Monday to Friday from 08:00 to 16.00. Contact the helpline at 086 137 0214. For all other queries relating to the position, kindly contact the enquiries person as indicated in the advert. Please ensure that you submit your application before the closing date as no late applications will be considered.

OTHER POSTS

POST 29/327 : **ASSISTANT DIRECTOR: STRATEGIC MANAGEMENT SUPPORT SERVICES REF NO: PT 18/2026**

SALARY : R487 197 - R573 897 per annum (Level 09)

CENTRE : Provincial Treasury, Western Cape Government

REQUIREMENTS : An appropriate 3-year National Diploma/B-Degree (or equivalent or higher qualification); A minimum of 3 years relevant experience. Competencies: Knowledge of the following: government strategic planning, monitoring, reporting, processes; departmental operation; policies of the government of the day; with specific reference to the provincial growth and development strategy of the Western Cape; global, regional and local political, economic and social affairs impacting on the provincial government of the Western Cape; experience with the legislation, regulatory frameworks, policies and best practices that have a bearing on the line function; understanding of project management; understanding of policy development, and operational management, monitoring and review processes; understanding of public

finance, human resources and discourse management processes; and understanding of performance management in general.

DUTIES : Coordinate and facilitate the Departmental participation in developing strategic and operational planning processes. Coordinate and facilitate the Department's performance and reporting processes. Coordinate and compile the departmental service delivery improvement initiatives, including DPSA and Public Service Commission compliance. Managerial Functions: Operational management; People Management.

ENQUIRIES : Mr B Damons Tel No: (021) 483 6127

POST 29/328 : **ASSISTANT DIRECTOR: PROVINCIAL GOVERNMENT ACCOUNTING GROUP 1 REF NO: PT 19/2026**

SALARY : R487 197 - R573 897 per annum (Level 09)

CENTRE : Provincial Treasury, Western Cape Government

REQUIREMENTS : An appropriate 3-year B-Degree (equivalent or higher qualification); a minimum of 3 years' relevant accounting experience. Competencies: Knowledge of the following: Legislation, the PFMA accounting frameworks GRAP, MCS, any other applicable accounting frameworks, policies and best practices that have a bearing on the line functions; Strong financial accounting background specifically in GRAP and MCS accounting frameworks; Ability to work under pressure and meet deadlines; Attention to detail and good interpretation of numbers; Written and verbal communication skills; Good report writing skills; It will be advantageous to have a Post graduate qualification in accounting.

DUTIES : Provide support to departments and entities on the application of accounting frameworks; Compile, consolidate and table the Annual Consolidated Financial Statements (ACFS); Provide training regarding accounting standards and compilation of financial statements; Monitor compliance to accounting norms and standards, financial reporting guidelines in the provincial departments and entities; Performing Managerial functions.

ENQUIRIES : Ms. I Jurams at (082) 590 5241

DEPARTMENT OF SOCIAL DEVELOPMENT

APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co

CLOSING DATE : 07 September 2026

NOTE : Shortlisted candidates will be required to attend interviews on a date and time determined by the department and submit documentation for verification purposes and criminal record vetting. All shortlisted candidates shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The selection process will be guided by the EE targets of the employing department. By applying for this position, you are consenting to the Western Cape Government contacting your previous employers/managers for an employment reference. Reference checks will include enquiries relating to your disciplinary records and reasons for leaving. Should you experience difficulties with your online application, technical support is available from Monday to Friday from 08:00 to 16.00. Contact the helpline at 086 137 0214. For all other queries relating to the position, kindly contact the enquiries person as indicated in the advert. Please ensure that you submit your application before the closing date as no late applications will be considered.

OTHER POSTS

POST 29/329 : **COMMUNICATIONS OFFICER: COMMUNICATION AND CUSTOMER CARE DIVISION COMMUNICATION REF NO: DSD 61/2026**

SALARY : R413 001 - R486 501 per annum (Level 08)

CENTRE : Department of Social Development, Western Cape Government.

REQUIREMENTS : An appropriate 3-year National Diploma/B-Degree or higher qualification; A minimum of 1-year relevant experience. Competencies: Knowledge and understanding of the following: The ability to execute design trends; ability to use design software including Adobe Creative Suite; social media marketing trends and principles; working experience with the legislation, regulatory

frameworks, policies and best practices that have a bearing on the line functions; information systems that aid in the management of knowledge and information pertaining to the line function; project management; operational management practices; modern systems of governance and administration; public service procedures, processes and systems; understanding of the regional and local political, economic, and social affairs impacting the provincial government of the Western Cape; constitutional and legal arrangements governing the South African public sector; public finance and human resources discourse management processes; understanding of Communication policies and guidelines; functioning of the Province and the activities of sister departments/related functional areas; policies of the government of the day; labour relations legislation and regulations; performance management in general.

DUTIES : Develop and implement internal and external communication campaigns and products in support of departmental strategic priorities. Updating the departmental website. Develop, monitor and enhance the Department's corporate identity and brand. Media Liaison and Public Relations Support. Communication Strategy and Stakeholder Relations.

ENQUIRIES : Ms E Lewis at Ester.Lewis@westerncape.gov.za

POST 29/330 : **STATE ACCOUNTANT: GOVERNANCE REF NO: DSD 64/2026**

SALARY : R413 001 - R486 501 per annum (Level 08)

CENTRE : Department of Social Development, Western Cape Government.

REQUIREMENTS : An appropriate 3-year National Diploma (equivalent or higher qualification); A minimum of 1-year relevant experience. Competencies: Knowledge of and working experience with the legislation, regulatory frameworks, policies and best practices that have a bearing on the line functions; information systems that aid in the management of knowledge and information pertaining to the line function; K procurement and tendering processes; policy development, and operational management, monitoring and review processes; modern systems of governance and administration; public service procedures, processes and systems. Commented; Constitutional, legal and institutional arrangements governing the South African public sector; public finance, human resources and discourse management processes; Public Finance Management Act, National and Provincial Treasury Regulations, other financial policies, prescripts, directives and collective agreements; province and the activities of sister departments/related functional areas; policies of the government of the day; performance management system in general. Skills: Numeracy, Literacy, Computer Literacy, Language skills, Project Management.

DUTIES : Provide proper governance services; Provide fraud and loss management services; Provide fraud and loss management services; Render Assurance Services; Review and maintain financial information and knowledge management.

ENQUIRIES : Ms Telo Siwundla @ Telo.Siwundla@westerncape.gov.za

POST 29/331 : **SOCIAL WORKER: OLDER PERSONS REF NO: DSD 59/2026**

SALARY : Grade 1: R338 206 - R397 668 per annum, (OSD as prescribed).
Grade 2: R413 004 – R478 395 per annum, (OSD as prescribed).
Grade 3: R496 668 - R583 833 per annum, (OSD as prescribed).
Grade 4: R608 859 – R754 785 per annum, (OSD as prescribed).

CENTRE : Department of Social Development, Western Cape Government.

REQUIREMENTS : A relevant tertiary qualification in Social Work (Bachelor of Social Work) that allows professional registration with the South African Council for Social Service Professions as Social Worker; Registration with the South African Council for Social Service Professions as a Social Worker; **Grade 1**: No experience; **Grade 2**: A minimum of 10 years appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions; **Grade 3**: A minimum of 20 years appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions; **Grade 4**: A minimum of 30 years appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions. Competencies: Knowledge of the following: Supervision Framework for Social Workers; Human behaviour and social systems and skills to intervene at the points where people interact with their environments in order to promote social

well-being; Social work theory and interventions; Information and Knowledge Management; Protocol and professional ethics; Relevant legislations, policies and prescripts (norms and standards); Social dynamics, work values and principles; Developing and empowering others. Skills in the following: Challenge structural sources of poverty, inequality, oppression, discrimination and exclusion; Written and verbal communication; Report-writing; Self-management; Motivation; Good planning and organizing; Problem solving and analytical; Computer literacy; Presentation and facilitation; Client orientation and customer focus; Ability and competence to assist, develop, advocate for, and empower individuals, families, groups, organisations and communities to enhance their social functioning and their problem-solving capabilities; Ability to promote, restore, maintain, advocate for and enhance the functioning of individuals, families, groups and communities by enabling them to accomplish tasks, prevent and alleviate distress and use resources effectively; Understanding and ability to provide social work services towards protecting people who are vulnerable, at risk and unable to protect themselves; Ability to mentor and coach Social Workers Grade 1; A valid (Code B or higher) driving licence. NB: People with disabilities that restrict driving abilities, but who have reasonable access to transport, may also apply.

DUTIES : Render a social work service with regard to the care, support, protection and development of vulnerable individuals, groups, families, communities and organisations through the relevant programmes; Attend to any other matters that could result in, or stem from, social instability in any form; This would include the following actions; New application (Pre funding): On-Site Monitoring; Monitoring NPOs compliance against signed Transfer Payment Agreement (TPA); Evaluate NPOs compliance against Legislative, Programme Specific and Generic Norms and Standards; Case Work, Telephonic, Ministerial complaints process (Not appliable to ECD); Group Work (Not applicable to ECD); Community Work, Organisation; Monitoring of the implementation of the Service Delivery Improvement Plan where progress is unsatisfactory (including Foster Care Management); Rapid response following complaint/enquiries about NPOs, or a concern raised by a programme (including Foster Care Management); Ensure compliance with registration requirements of NPO's (regulatory frameworks); Continuous Professional Development; Keep up to date with new developments in the social work and social welfare fields; Perform all the administrative functions required of the job.

ENQUIRIES : Ms V Damon Tel No: (021) 483 4935

POST 29/332 : **SOCIAL WORKER: SERVICES TO PEOPLE WITH DISABILITIES REF NO: DSD 60/2026 (X2 POSTS)**

SALARY : Grade 1: R338 206 - R397 668 per annum, (OSD as prescribed)
Grade 2: R413 004 – R478 395 per annum, (OSD as prescribed)
Grade 3: R496 668 - R583 833 per annum, (OSD as prescribed)
Grade 4: R608 859 – R754 785 per annum, (OSD as prescribed)

CENTRE : Department of Social Development, Western Cape Government

REQUIREMENTS : A relevant tertiary qualification in Social Work (Bachelor of Social Work) that allows professional registration with the South African Council for Social Service Professions as Social Worker; Registration with the South African Council for Social Service Professions as a Social Worker; **Grade 1**: No experience; **Grade 2:** A minimum of 10 years appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions; **Grade 3:** A minimum of 20 years appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions; **Grade 4**: A minimum of 30 years appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions. Competencies: Knowledge of the following: Supervision Framework for Social Workers; Human behaviour and social systems and skills to intervene at the points where people interact with their environments in order to promote social well-being; Social work theory and interventions; Information and Knowledge Management; Protocol and professional ethics; Relevant legislations, policies and prescripts (norms and standards); Social dynamics, work values and principles; Developing and empowering others. Skills in the following: Challenge structural sources of poverty, inequality, oppression, discrimination and exclusion; Written and verbal communication; Report-writing; Self-

management; Motivation; Good planning and organizing; Problem solving and analytical; Computer literacy; Presentation and facilitation; Client orientation and customer focus; Ability and competence to assist, develop, advocate for, and empower individuals, families, groups, organisations and communities to enhance their social functioning and their problem-solving capabilities; Ability to promote, restore, maintain, advocate for and enhance the functioning of individuals, families, groups and communities by enabling them to accomplish tasks, prevent and alleviate distress and use resources effectively; Understanding and ability to provide social work services towards protecting people who are vulnerable, at risk and unable to protect themselves; Ability to mentor and coach Social Workers Grade 1; A valid (Code B or higher) driving licence. NB: People with disabilities that restrict driving abilities, but who have reasonable access to transport, may also apply.

DUTIES : Render a social work service with regard to the care, support, protection and development of vulnerable individuals, groups, families, communities and organisations through the relevant programmes; Attend to any other matters that could result in, or stem from, social instability in any form; This would include the following actions; New application (Pre funding): On-Site Monitoring; Monitoring NPOs compliance against signed Transfer Payment Agreement (TPA); Evaluate NPOs compliance against Legislative, Programme Specific and Generic Norms and Standards; Case Work, Telephonic, Ministerial complaints process (Not appliable to ECD); Group Work (Not applicable to ECD); Community Work, Organisation; Monitoring of the implementation of the Service Delivery Improvement Plan where progress is unsatisfactory (including Foster Care Management); Rapid response following complaint/enquiries about NPOs, or a concern raised by a programme (including Foster Care Management); Ensure compliance with registration requirements of NPO's (regulatory frameworks); Continuous Professional Development; Keep up to date with new developments in the social work and social welfare fields; Perform all the administrative functions required of the job.

ENQUIRIES : Ms P Dyabhaze Tel No: (021) 483 8047

POST 29/333 : **ADMINISTRATION CLERK: CHILDREN AND FAMILIES REF NO: DSD 62/2026**

SALARY : R237 453 - R279 708 per annum (Level 05)

CENTRE : Department of Social Development, Western Cape Government.

REQUIREMENTS : Grade 12 (Senior Certificate or equivalent qualification). Competencies: Knowledge of the following: Clerical duties, practices as well as the ability to capture data, operate computer and collecting statistics; Understanding of the legislative framework governing the Public Service; Working procedures in terms of the working environment. Skills in the following: Numeracy; Literacy; Presentation; Decision-Making; Computer Literacy; Good written and communication; Interpersonal; Flexibility; Planning and Organising.

DUTIES : Render general administration support services: Record, organise, store, capture and retrieve correspondence and data(Line function); Update registers and statistics; Handle routine enquiries; Make photocopies and receive or send correspondence; Distribute documents/packages to various stakeholders as required; Keep and maintain the filing system for the component; Type letters and/or other correspondence when required; Keep and maintain the incoming and outgoing document register of the component; Receive, document and distribute of all incoming mail and documents. Provide supply chain clerical support services within the Chief Directorate: Liaise with internal and external stakeholders in relation to procurement of goods and service; Obtain quotations, complete procurement forms for the purchasing of standard office items; Stock control of office stationery; Keep and maintain the asset register of the component. Provide personnel administration clerical support services: Maintain a leave register for the Chief Directorate; Keep and maintain personnel records in the Chief Directorate; Keep and maintain the attendance register of the Chief Directorate; Arrange travel and accommodation. Provide financial administration support service in the Component: Capture and update expenditure; Check correctness of subsistence and travel claims of the officials and submit to the management for approval; Handle telephone accounts and petty cash for the component.

ENQUIRIES : Jessica Payne Tel No: (021) 483 5798

POST 29/334 : **SOCIAL AUXILIARY WORKER: SOCIAL WORK SERVICES (ATHLONE: - VARIOUS POSTS AVAILABLE); REF NO: DSD 63/2026**

SALARY : Grade 1: R200 691 – R227 145 per annum, (as prescribed by OSD)
Grade 2: R236 385 – R269 742 per annum, (as prescribed by OSD)
Grade 3: R280 809 – R353 016 per annum, (as prescribed by OSD)

CENTRE : Department of Social Development, Western Cape Government.

REQUIREMENTS : Grade 1: Grade 10 plus completion of the learnership to allow registration with the South African Council for Social Service Professions (SACSSP) as Social Auxiliary Worker; Registration with the SACSSP as Social Auxiliary Worker; A valid code B driving licence. Competencies: Knowledge and basic understanding of the following: Human behaviour, relationship system and social issues; South African social welfare context: the policy and practice of developmental social welfare services; South African judicial system and the legislation governing and impacting of social auxiliary work; Basic knowledge of financial matters related to social auxiliary work; Uses appropriate resources in service delivery to client systems; Implement appropriate social auxiliary work methods and techniques to address the social needs of client systems; Information and knowledge management: keep precise records and compile accurate reports on social needs and social auxiliary work activities and file them appropriately; protocol and professional ethics. Job-related skills: Organising and planning; Work effectively with social workers and members of multi-sectoral teams in social service delivery; Verbal and Written Communication; interpersonal; report-writing). Computer literacy, presentation and facilitation, problem-solving and analytical skills, and client orientation and customer focus.

DUTIES : Provide assistance and support to social workers with the rendering of a social work service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant departmental programs; Assist social workers to attend to any other matters that could result in, or stem from, social instability in any form; Continuous professional development; Perform administrative support functions in support of social workers as required of the job.

ENQUIRIES : Ms E Siljeur Tel No: (021) 763-6204

WESTERN CAPE MOBILITY DEPARTMENT

APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co

CLOSING DATE : 07 September 2026

NOTE : Shortlisted candidates will be required to attend interviews on a date and time determined by the department and submit documentation for verification purposes and criminal record vetting. All shortlisted candidates shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The selection process will be guided by the EE targets of the employing department. By applying for this position, you are consenting to the Western Cape Government contacting your previous employers/managers for an employment reference. Reference checks will include enquiries relating to your disciplinary records and reasons for leaving. Should you experience difficulties with your online application, technical support is available from Monday to Friday from 08:00 to 16.00. Contact the helpline at 086 137 0214. For all other queries relating to the position, kindly contact the enquiries person as indicated in the advert. Please ensure that you submit your application before the closing date as no late applications will be considered.

OTHER POSTS

POST 29/335 : **DEPUTY DIRECTOR: FREIGHT RAIL: FREIGHT AND LOGISTICS REF NO: WCMD 19/2026**
(3-Year Contract Position)

SALARY : R932 292 - R1 098 195 per annum (Level 11), (all-inclusive salary package)

CENTRE : Western Cape Mobility Department, Western Cape Government.

REQUIREMENTS	:	An appropriate 3-year tertiary qualification (National Diploma/B-Degree); A minimum of 3 years' management experience in Freight, Logistics, or Rail Planning or Operations. Competencies: Knowledge of and working experience with the legislation, regulatory frameworks, policies and best practices that have a bearing on the line functions; Knowledge and understanding of; Information Systems that aid in the management of knowledge and information pertaining to the line function; Project Management; Operational Management practices Knowledge and understanding of procurement and tendering processes; policy development; and operational management, monitoring and review processes; modern systems of governance and administration; public service procedures, processes and systems; the regional and local political, economic and social affairs impacting on the provincial government of the Western Cape; Constitutional, legal and institutional arrangements governing the South African public sector; public finance, human resources and discourse management processes; the Public Finance Management Act, National and Provincial Treasury Regulations, other financial policies, prescripts, directives and collective agreements; the functioning of the province and the activities of sister departments/related functional areas; the policies of the government of the day; of Labour Relations legislation and regulations; of performance management in general. Multimodal freight, transport logistics, or sub-sector specific knowledge. Skills: Numeracy; Literacy; Computer Literacy; Language skills; Project Management; Budgeting and Financial Management; Intergovernmental coordination and stakeholder engagement.
DUTIES	:	Development and implementation of freight rail strategies and projects; Manage engagement, coordination and collaboration with freight stakeholders; Manage freight rail data, information, and systems; Plan and manage the work of and account for the overall performance of the Sub-Directorate; People Management; Financial Management.
ENQUIRIES	:	Ms CE Gallant at Katleho.Matsabisa@westerncape.gov.za / Tel No: (021) 483 6906
POST 29/336	:	**DEPUTY DIRECTOR: MARITIME AND INTERMODAL LOGISTICS: FREIGHT AND LOGISTICS REF NO: WCMD 20/2026** (3-Year Contract Post)
SALARY	:	R932 292 - R1 098 195 per annum (Level 11), (all-inclusive salary package)
CENTRE	:	Western Cape Mobility Department, Western Cape Government.
REQUIREMENTS	:	An appropriate 3-year National Diploma (equivalent or higher qualification); A minimum of 3 years management experience in Freight, logistics or Maritime Planning or Operations. Competencies: Knowledge of and working experience with the legislation, regulatory frameworks, policies and best practices that have a bearing on the line functions; Multimodal freight, transport logistics, or sub-sector specific knowledge; information systems that aid in the management of knowledge and information pertaining to the line function; project management; operational management practices; procurement and tendering processes; policy development, and operational management, monitoring and review processes; modern systems of governance and administration; public service procedures, processes and systems. Skills: Numeracy, Literacy, Computer Literacy, Language, Project Management, Budgeting and Financial Management, Intergovernmental Coordination, and Stakeholder Engagement.
DUTIES	:	Develop and implement maritime and port strategic frameworks and projects; Manage coordination and collaboration with freight stakeholders; Manage port performance data, information systems and digital tools; Plan and manage the work of and account for the overall performance of the Sub-Directorate; People Management; Financial Management.
ENQUIRIES	:	Ms CE Gallant / Corrine.Gallant@westerncape.gov.za or (Tel No: 021) 483 6906
POST 29/337	:	**ADMINISTRATIVE OFFICER: FREIGHT AND LOGISTICS REF NO: WCMD 18/2026** (3-Year Contract Position)
SALARY	:	R338 106 - R398 277 per annum (Level 07), plus 37% in lieu of service benefits.
CENTRE	:	Western Cape Mobility Department, Western Cape Government.

REQUIREMENTS	:	An appropriate NQF level 6 qualification (equivalent or higher); A minimum of 1–year Project Administration experience. A valid (Code B or higher) driving licence. NB: People with disabilities that restrict driving abilities, but who have reasonable access to transport, may also apply. Competencies: Knowledge of the following: experience with the legislation, regulatory frameworks, policies and best practices that have a bearing on the line functions; information systems that aid in the management of knowledge and information pertaining to the line function; project management; operational management practices; procurement and tendering processes; modern systems of governance and administration; public service procedures, processes and systems; Public Finance Management Act, 1999, National Treasury Regulations, Provincial Treasury Instructions, other financial policies, prescripts, directives and collective agreements; of the functioning of the Province and the activities of sister departments/related functional areas; Labour Relations legislation and regulations; performance management in general. Skills: Numeracy; Literacy; Computer Literacy; Language; Data Analysis. Other: Supervisory; Research and Report Writing; Presentation; Creative Thinking; Applying Technology.
DUTIES	:	Project support; high-level administrative support; Data and information management; Staff supervision; Research.
ENQUIRIES	:	Mr K Matsabisa Tel No: (021) 483 4887
POST 29/338	:	**SUPPLY CHAIN MANAGEMENT CLERK: ACQUISITION AND CONTRACT MANAGEMENT REF NO: WCMD 17/2026**
SALARY	:	R237 453 - R279 708 per annum (Level 05)
CENTRE	:	Western Cape Mobility Department, Western Cape Government.
REQUIREMENTS	:	Grade 12 (Senior Certificate or equivalent qualification). Competencies: Basic knowledge of the following: Supply Chain Management duties, practices as well as the ability to capture data, operate computer and collecting statistics; Understanding of the legislative framework governing the Public Service; Work procedures in terms of the working environment; insight of the Public Service financial legislations, processes and procedures, National Treasury Regulations, Provincial Treasury Instructions; Basic operating systems such as Personnel and Salary System (PERSAL), Basic Accounting System (BAS), Logistical Information System (LOGIS). Skills in the following: Good Verbal and Written Communication; Planning and Organising; Customer Care; Reporting; Problem-solving; Creative Thinking; Decision Making; Willingness to work irregular hours and meet tight deadlines; Ability to work under pressure.
DUTIES	:	Render acquisition clerical support services; Render clerical support with the coordination, review and compilation of a list of prospective providers for quotations; Render clerical support with the coordination, review and source of quotations from database according to the threshold values determined by National Treasury; Provide personnel administration and clerical support services within the component.
ENQUIRIES	:	Ms S Moodley Tel No: (021) 483 8970