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Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

PUBLIC SERVICE VACANCY CIRCULAR

PUBLICATION NO 12 OF 2026

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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.

AMENDMENTS

: **NATIONAL DEPARTMENT OF CORRECTIONAL SERVICES:** Kindly note the following amendments were made in the Public Service Vacancy Circular 10 dated 20 March 2026: (1) The following posts have been Withdrawn from the advertisement: Assistant Director: Hr Utilization, Eastern Cape region: Mthatha

(Ref: EC 2026/03/29). Assistant Director: Employment Equity, Eastern Cape region: Regional Office (Ref: EC 2026/03/27) and Western Cape region: Regional Office (Ref: WC 2026/03/52). Security Manager: Agriculture (CB4), Eastern Cape region: Amathole (Ref: EC 2026/03/105). Security Manager: Nutritional Services (CB4), Gauteng region: Johannesburg (Ref: GP 2026/03/215). Social Worker Grade 1, Gauteng region: Baviaanspoort Max (Ref: GP 2026/03/96). Secretary, Gauteng region: Regional Office: Office of the Regional Head: Development and Care (Ref: GP 2026/03/192). Secretary, KwaZulu Natal region: Regional Office: Office of the Regional Head: Development and Care (Ref: KZN 2026/03/90). Senior Correctional Officer: Correctional Administration (NCB2), Western Cape region: Regional Office (Ref: WC 2026/03/239) (1 Post). Employee Assistance Practitioner (Eap): Special Programs, Western Cape region: Voorberg (Ref: WC 2026/03/88). Professional Nurse Grade 1 (General Nursing) (PN-A2), Western Cape region: Voorberg Med A (Ref: WC 2026/03/152). Senior Logistic Clerk: Logistics, Limpopo, Mpumalanga and Northwest region: Bethal (Ref: LMN 2026/03/124). Clinical Nurse Practitioner Grade 1: Pn-B1 [Primary Health Care], Limpopo, Mpumalanga and Northwest region: Witbank: Middleburg (Ref: LMN 2026/03/35). Deputy Director: Facilities And Security (NCB4), KwaZulu Natal region: Durban Corrections (Ref: KZN 2026/03/103) and Western Cape region: Pollsmoor (Ref: WC 2026/03/199). Assistant Director: Facilities And Security [NCB3], Eastern Cape region: East London (Ref: EC 2026/03/104); Free State and Northern Cape region: Upington (Ref: FSNC 2026/03/155); Gauteng region: Modderbee (Ref: GP 2026/03/214); KwaZulu Natal region: Ncome (Ref: KZN 2026/03/105), Waterval (Ref: KZN 2026/03/106); Limpopo, Mpumalanga and North West region: Polokwane (Ref: LMN 2026/03/165), Rustenburg (Ref: LMN 2026/03/166), Witbank (Ref: LMN 2026/03/167), Rooigrond (Ref: LMN 2026/03/168); Western Cape region: Brandvlei (Ref: WC 2026/03/211), Goodwood (Ref: WC 2026/03/212), West Coast (Ref: WC 2026/03/213) and Overberg (Ref: WC 2026/03/214). System Controller (Logis): Supply Chain, Free State and Northern Cape region: Regional Office (Ref: FSNC 2026/03/81) and Gauteng region: Regional Office (Ref: GP 2026/03/71). Skills Development Educationist (M+4) AET, Free State and Northern Cape region: Kuruman (Ref: FSNC 2026/03/185). Unit Manager (CB4), Free State and Northern Cape region: Goedemoed Max (Ref: FSNC 2026/03/163) (2 Posts). Divisional Head: Care Services (CB4), Free State and Northern Cape region: Vereeniging (Ref: FSNC 2026/03/174). Divisional Head: Human Resource Management (CB4), Free State and Northern Cape region: Goedemoed Med B (Ref: FSNC 2026/03/169) and Vereeniging (Ref: FSNC 2026/03/171). Centre Coordinator: Staff Support (CB4), Free State and Northern Cape region: Groenpunt Med (Ref: FSNC 2026/03/162). Assistant Director: Administrative Secretary, Free State and Northern Cape region: Regional Office: Office of the Deputy Regional Commissioner (Ref: FS/NC 2026/03/49). Centre Coordinator: Staff Support (CB5), Free State and Northern Cape region: Kimberley (Ref: FSNC 2026/03/147).

DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE: Kindly note that the following positions were advertised in Public Service Vacancy Circular 10 dated 20 March 2026 closing on 10 April 2026, (1) Senior Administrative Officer: Property, ref no: 2026/140E (posts), centre: Kimberly regional office. Kindly take note that the above position has been withdrawn. Public Service Vacancy Circular 08 dated 06 March 2026 closing on 20 March 2026. (1) Groundsman, Ref no: 2026/111, centre: Pretoria regional offices, the post is withdrawn.

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**PROVINCIAL ADMINISTRATION: FREE STATE
DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE**

- APPLICATIONS** : Head: Public Works and Infrastructure, Human Resources Management Directorate. P.O Box 7551, Bloemfontein 9300 Or Applications that are hand delivered must be brought at the Foyer of Or Tambo House where they must be placed in the appropriately marked box at: Security Ground Floor, Or Tambo House, St. Andrews Street, Bloemfontein, No Applications Will Be Accepted By Staff In Offices In The Building
- CLOSING DATE** : 24 April 2026
- NOTE** : Effective from 01 April 2026, the Department of Public Works and Infrastructure now utilises an e-Recruitment System which means all applicants must login/register (<https://systems.fshealth.gov.za/e-Recruitment/Login>) to apply for positions, we only accept hand delivered/posted/mailed applications should an applicant prove that he/she tried to apply via e-Recruitment with no success and the Department of Public Works and Infrastructure ICT unit was unable to assist. The applicant's profile on the e-Recruitment system is equivalent to the newly approved Z83, and it is the responsibility of applicants to ensure their profiles are fully completed or their applications will not be considered, as per the DPSA Practice Note. Certain documentation will still be required to be uploaded on the system such as copies of all qualifications including National Senior Certificate/Matric certificate, ID, etc., however these documents need not be certified at point of application, and however certification will be required prior to attending the interview. Please note: All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. It should be noted that the Department of Public Works and Infrastructure does not support the use of Artificial Intelligence (AI) in any of its recruitment and selection processes and will disqualify an application if it picks up the use of AI when completing assessments without acknowledging the source of information. Successful completion of the Nyukela Public Service SMS Pre-entry Programme as endorsed by the National School of Government, available as an online course on <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>, prior to finalisation of appointment, is a requirement for all SMS positions. For SMS positions certain candidates may be required to undergo additional Competency Assessments. All qualifications, criminal and SA citizenship checks will be conducted on all short-listed candidates and, where applicable, additional checks will be conducted in line with the new DPSA Directive effective 01 April 2024. By submitting your application, it also means you consent to the Department of Public Works and Infrastructure processing your information for Human Resources Management purposes. It is the applicant's responsibility to have all their foreign qualifications (this includes O and A level certificates) evaluated by the South African Qualifications Authority (SAQA), at your own expense. The status of your application will be visible on the e-Recruitment system. However, if you have not received feedback from the Department of Public Works and Infrastructure within 3 months of the closing date, please regard your application as unsuccessful. All queries must be submitted via email addressed to the Human Resources Recruitment Support Team on e-recruitmentfsdpwi01@fsworks.gov.za

OTHER POSTS

- POST 12/92** : **SENIOR SECURITY OFFICER (REF NO: PWI 26/09) (1 POST)**
Security Services Directorate
- SALARY** : R228 321 per annum (A basic salary) (Level 05)
- CENTRE** : Region: Thabo Mofutsanyane
- REQUIREMENTS** : Formal qualification for this position is Grade 12 (or equivalent). Relevant 2 - 3 years security experience. Registration with PSIRA Grade A. Successful candidates will be expected to undergo a security clearance.
- DUTIES** : Supervise the security functions performed by the security officers, ensuring adherence to or implementation of department security policies and will include the following: Access control, Safety in building and the premises, authorizing

of the equipment, documents and stores into or out of the building or premises and incidents/occurrence books/registers. Administrative and related functions like authorizing leave, determining rosters, shift schedules and overtime, monitoring performance of employees and determine training needs. Provide inputs into drafting of policies. This includes evaluating and reporting on the effectiveness of security measures and procedures. Coordinate suggestions from internal or external stakeholders. Monitor and maintain the security systems, report faulty equipment/systems and ensure systems are functioning optimally through scheduled services. Support investigations, identify risks and threats to the security of the department and provide information regarding incidents to investigating officers.

ENQUIRIES : Only (No applications): e-recruitmentfsdpwi01@fsworks.gov.za
APPLICATIONS : To apply visit: (<https://systems.fshealth.gov.za/e-Recruitment/Login>)

POST 12/93 : **SECURITY OFFICER (REF NO: PWI 26/10) (3 POSTS)**
Security Services Directorate

SALARY : R168 680 per annum (A basic salary) (Level 03)
CENTRE : Region: Thabo Mofutsanyane
REQUIREMENTS : Formal qualification for this position is NQF level 3 (or equivalent). Registration with PSIRA Grade C. Successful candidates will be expected to undergo a security clearance.

DUTIES : Perform access control. Ensure safety in the buildings and the premises. Ensure equipment, documents and stores do not leave or enter the building or premises unauthorized. Ensure that all incidents are recoded in the occurrence book or registers. Operate control room security equipment.

ENQUIRIES : Only (No applications): e-recruitmentfsdpwi01@fsworks.gov.za
APPLICATIONS : To apply visit: (<https://systems.fshealth.gov.za/e-Recruitment/Login>)

**PROVINCIAL ADMINISTRATION: GAUTENG
DEPARTMENT OF ROADS AND TRANSPORT**

- APPLICATIONS** : To apply for the below positions, please apply online at <http://jobs.gauteng.gov.za>. For general enquiries please contact Human Resource on 011 355-7082/7043. Only online applications will be considered.
- CLOSING DATE** : 24 April 2026
- NOTE** : In line with the Department's employments Equity Plan, preference will be given To Coloured Females, Indian Females, White Females candidates. 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) 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.

MANAGEMENT ECHELON

- POST 12/94** : **CHIEF DIRECTOR: ROADS MAINTENANCE REF NO: REFS/045396**
Branch: Roads Infrastructure
- SALARY** : R1 494 900 – R1 787 328.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** : Johannesburg (Head Office)
- REQUIREMENTS** : NQF level 7 in Built Environment in Construction studies/ BSc/B Eng in Civil/Structural Engineering. Registered with professional Body (such as Engineering Council of South Africa (ECSA), South African Council for the Project and Construction Management Professions (SACPCMP), South African Council for Quantity Surveying Profession (SACQSP) etc. Minimum of 5 years senior management experience within transport infrastructure environment and or built environment. Extensive experience in planning management and execution of roads Construction/ maintenance of projects will be an added advantage. A valid driver's license. Pre-Entry SMS Certificate submitted prior to appointment. Knowledge: Relevant legislation and Public Service Regulations. Understanding of expectations of customers. Knowledge of SLAs. Management information knowledge. Knowledge of construction contract law & administration. Engineering Profession Act, 2000. Gauteng Transport Infrastructure Act 2001. National Roads Traffic Act. 1996. National Environmental Management Act, 1998. Colto Standard Specifications for Road and Bridge Works. General Conditions of Contract (GCC & FIDIC. Skills: Client orientation and customer focus. People management and empowerment.

Service delivery innovation. Problem solving and analysis. Project management methodologies. Contract management. Business performance management. Community relations. Stakeholder relationship management. Analytical thinking. Research. Computer utilization. Policy formulation. Conflict management. Financial management. Adaptability during changes to meet the goals. Strategic management. Change/diversity management. Communication. Creativity

DUTIES : Manage departmental maintenance of roads at the regional offices as per the sphere segmentation. Manage outsourced road maintenance services. Provide plant and equipment hire and fleet lease services. Manage fuel services. Execute road network maintenance projects. Manage infrastructure protection services. Manage Roads Asset Management System (RAMS) and Geographic Information System (GIS) Manage plan room services. Manage call center services. Manage the provision of access to the road. Manage maintenance technical auxiliary services. Manage office support and coordination services. Ensure that the expenditure is aligned with the procurement and the approved budget. Render payments of goods and services. Manage the cash flow projections and expenditure. Manage maintenance contracts and coordinate regional maintenance contracts. Adhere to and promote legislative, department prescripts and the Code of Conduct for the Public Service. Provide strategic leadership to the units. Manage the execution of maintenance strategies through the provision of appropriate structures, systems and resources. Ensure maintenance standards, specifications and service levels in accordance with Departmental objectives to ensure optimum operational availability. Monitor maintenance efficiencies according to departmental goals to direct or redirect engineering services. Manage, coordinate, and monitor the budget of the road maintenance directorate. Implement the budget by monitoring, projecting, and reporting expenditure. Ensure proper spending in line with strategic objectives. Monitor the optimal utilization and functionality of equipment. Evaluate and monitor the performance of employees to ensure achievement of strategic goal. Manage the human resource development of employees. Enhance and maintain employee motivation Plan, organize and control activities pertaining to the functions of the component.

ENQUIRIES : Ms. M Mashele/ Mr. E Mpateni (011) 355-7521/7252

OTHER POSTS

POST 12/95 : **CHIEF ENGINEER – MATERIAL SERVICES REF NO: REFS/045420**
Branch: Roads Infrastructure

SALARY CENTRE REQUIREMENTS : R1 266 450 – R2 388 657 per annum (all-inclusive package)
: Koedoespoort. (Pretoria)
: Engineering Degree [B Eng/ Bsc (Eng)] in Civil Engineering. Minimum of 6 years post qualification relevant engineering experience as a registered professional Engineer. Must have a valid driver's license. Compulsory Registration with ECSA as professional Engineer. Knowledge: GPG and GDRT Policies and procedures. Relevant legislation and Public Service Regulations. Understanding of expectations of customers. Knowledge of SLAs. Management information knowledge. Knowledge of GPG political and executive structure. Engineering professional Act. Gauteng transport Infrastructure Act 2001. National Land Transport Act. Architectural Profession Act. Landscape Architectural Profession Act. Programme and project management. Engineering design and analysis. research and development. Computer aided engineering application. Knowledge of legal compliance. Technical report writing. Creating High performance culture. Professional judgement. Networking Attributes- Decisive. Responsive. Credible. Flexible/Change oriented. Proactive and resourceful.

DUTIES : Plan for and undertake pavement designs for roads. Prepare tender documentation and manage consulting engineering contracts. Validate compliance with departmental design policies, standards and procedures. Contribute to the condition assessments for roads and make recommendations for repairs. Lead panel inspections for roads and management of these assets. Quality control pavement designs by consultants for road construction and road rehabilitation projects. Prepare deliverables and reports associated with the relevant stages of the Standard for Infrastructure Procurement and Delivery Management. Participate in and report at the provincial and national

infrastructure forums. Mentor Candidate Engineers, Technologists and Technicians employed by the Department

ENQUIRIES : Mr. E Mashaba Tel No. 011 355 7340/Ms. A. Mkhombo/ Mr. E Mpateni (011) 355-7521/7252

POST 12/96 : **DEPUTY DIRECTOR: ICT GOVERNANCE AND INFORMATION MANAGEMENT REFS NO: REFS/045391**
Branch: Corporate Services

SALARY CENTRE REQUIREMENTS : R896 436.per annum (All-inclusive package) (level 11)
: Johannesburg (Head Office)
: National Diploma/ Degree (NQF Level 6/7) in ICT (Computer Science/Informatics)/Business Information Management/Information Technology. ITIL, COBIT, Project Management certifications will be an added advantage, 3-5 years' experience in ICT middle management position. Knowledge and Skills. GPG and DPDRT policies and procedures. Relevant legislation and Public Service Regulations. Government ICT procurement. People and empowerment, service delivery innovation, problem solving and analysis and written and oral communication.

DUTIES : Manage ICT governance. Manager the department information security through the implementation of tools and techniques. Implement technical solutions for information and knowledge management. Implement processes that promote alignment of the ICT goals and objectives. Coordinate the proceedings of the IT steering committee meetings. Manage ICT risks and audits. Ensure efficient management of ICT risk and audit environment. Develop and manage ICT risk management processes. Manage audit performance of internal and external auditors. Manage and monitor ICT service level agreement/contracts. Develop and manage departmental Service Level Agreement (SLA) with business units. Manage ICT business improvement and change management. Manage ICT projects through the implementation of ICT projects methodology. Develop and manage relationships with relevant stakeholders. Conduct research. Conduct research and development of ICT Governance. Manage ICT Assets and support services. Manage and monitor ICT budget and procurement. Manage the continuous improvement of ICT support services through improvement of services, practices and processes. Manage resources (Human, Financial, Equipment/Asset). Monitor the performance of staff and ensure performance assessment. Coordinate the compilation of various reports.

ENQUIRIES : Ms. A. Mkhombo Tel No: (011 355 -7521)/ Ms. P. Mabasa (011) 355 - 7175

POST 12/97 : **DEPUTY DIRECTOR: INFRASTRUCTURE SUPPORT SERVICES REF NO: REFS/045390**
Branch: Corporate Services

SALARY CENTRE REQUIREMENTS : R896 436.per annum (All inclusive package) (level 11)
: Johannesburg (Head Office)
: National Diploma (NQF Level 6) Degree (NQF Level 7) in ICT (Computer Science/Informatics)/Business Information Technology/Information Technology. ITIL, COBIT, Project Management certifications will be an added advantage, 3-5 years' experience in ICT middle management position. Knowledge and skills Relevant legislation and Public Service Regulations. Knowledge of SLAs. Management information knowledge. Minimum information Security Standard. Ability to undertake a risk analysis and undertake a risk mitigation strategy. Ability to identify and interpret the required information fields and documentation.

DUTIES : Manage ICT infrastructure and capacity plan. Develop and implement policies and capacity plans for the department server and network infrastructure in line with departmental requirements. Manage and monitor the allocation of software licenses to ensure optimum utilisation and minimise costs. Oversee the management of unified communications systems (telephone system). Manage ICT server and network support infrastructure services. Manage and coordinate the day-to-day activities and operations of the department Network/Server infrastructure and secure network environment. Maintain the network infrastructure, software, network operating system and applications. Manage desktop support services. Manage the maintenance and support of all computer end-user devices and computerised systems, information processing equipment and software. Develop, implement and maintain ICT business

		continuity and disaster recovery. Interact with relevant professional bodies/councils on the latest development in the information technology field (CSIR, E-GOV, GMA, MASTEK, Microsoft, RTMC, SANRAL etc.). Manage resources (Human, Financial, Equipment/Asset)
<u>ENQUIRIES</u>	:	Ms. A. Mkhombo Tel No: (011 355 -7521) Ms. P. Mabasa (011) 355 – 7175
<u>POST 12/98</u>	:	<u>DEPUTY DIRECTOR: CAREER DEVELOPMENT REF NO: REFS/045394</u> Branch: Corporate Services
<u>SALARY</u>	:	R896 436.per annum (All-inclusive package) (level 11)
<u>CENTRE</u>	:	Johannesburg (Head Office)
<u>REQUIRMENTS</u>	:	Bachelor's degree (NQF Level 7) in Human Resource Development /Management/ Industrial Psychology/ Business Administration/Public Management. A minimum of 3–5 years' experience in Human Resource Development at an Assistant Director or junior management position/level. Sound knowledge and insight regarding the regulatory framework and related HR legislation and policies. Good planning, organising, presentation, and financial management skills. Project and programme management expertise in Human Resource Development. Excellent writing skills with meticulous attention to detail and record-keeping. Computer literacy skills. People management and empowerment. Ability to work under pressure and demonstrate innovative and creative thinking. A valid driver's license. Good communication (verbal and written), analytical thinking, and problem-solving skills.
<u>DUTIES</u>	:	Manage learnerships, apprenticeship, internship programme and Candidacy Development Programme. To identify Learnership needs for the Department. Manage the implementation of structured training programmes for interns, learners and apprentices with respective Branch/line managers, accredited service providers, like Sector Education and Training Authority. Monitor the effective implementation of the Internship, Learnership and Apprenticeship programme and liaise with the appropriate Sector Education and Training Authority established in terms of the Skills Development Act of 2008 (Act 37 of 2008). Manage the administration of internal and external bursaries. Develop and implement needs analysis to determine the department's skills shortage with the respective Branch, relevant Committees. Manage and coordinate the implementation of succession planning, career development and monitoring. Ensure effectiveness of talent pipeline management programme. Manage the implementation of Recognition of Prior Learning (RPL). Align the recognition of qualification prior learning programme with HRD plan. Manage the recognition of improved qualifications process. Develop a plan to administer the implementation of the Recognition of Improved Qualifications. Manage the Sub-Directorate Career Development.
<u>ENQUIRIES</u>	:	Ms. A. Mkhombo Tel No: (011 355 -7521)/ Ms. P. Mabasa (011) 355 – 7175
<u>POST 12/99</u>	:	<u>ASSISTANT DIRECTOR: APPLICATIONS SUPPORT (INFORMATION SYSTEMS) REF NO: REFS/045389</u> Branch: Corporate Services
<u>SALARY</u>	:	R468 459 per annum (Plus benefits) (level 09)
<u>CENTRE</u>	:	Johannesburg (Head Office)
<u>REQUIRMENTS</u>	:	National Diploma (NQF Level 6)/Degree (NQF Level 7) in ICT (Computer Science/Informatics)/ Business information Technology Management/ Information Technology. Valid driver's license. Minimum Information Security Standard. System Development Life Cycle (SDLC) as an added advantage. 3-5 years' experience in software development. Knowledge and skills. Relevant legislation and Public Service Regulations, knowledge of SLAs, Information management, Minimum Information Security Standard. Strong problem solving and analysis, change management and stakeholder relationship management. Interact with relevant professional bodies/councils on latest developments in the information technology field.
<u>DUTIES</u>	:	Develop and facilitate the implementation of policies and procedures. Provide input in the development, review, and implementation of policies and standard operating procedure. Ensure compliance to system development life cycle. Provide reliable, secured, quality information and data analytics through integration of business solutions. Analyse and translate functional specifications and change requests into technical specs. Develop, implement, maintain, train and support business applications. Provide overall design and

structure of application. Conduct research. Undertake research relevant to applications support. Interact with relevant professional bodies/councils on latest developments in the information technology field. Supervisor staff (human/equipment). Coach, mentor staff to improve performance. Monitor the performance of staff and ensure assessment of their performance. Provide input in drafting of budget in the section. Control and monitor the subsection budget expenditure. Coordinate the compilation of various reports and statistics for the section.

ENQUIRIES : Ms. A. Mkhombo Tel No: (011 355 -7521)/Ms. P. Mabasa (011) 355 – 7175

POST 12/100 : **ASSISTANT DIRECTOR: CASE MANAGEMENT REF NO: REFS/045397**
Branch: Corporate Services

SALARY : R468 459 per annum (Plus benefits) (level 09)
CENTRE : Johannesburg (Head Office)
REQUIREMENTS : National Diploma/Degree (NQF level 6/7) in Labour Relations/ Labour Law/ Human Resource Management or equivalent as recognized by the South African Qualifications Authority (SAQA). Minimum of 3 – 5 years of experience in Labour Relations, collective bargaining, legal environment and/or case management. Knowledge and skills: GPG and DPDRT policies and procedures and relevant legislation and Public Service Regulations, people management and empowerment and problem-solving analysis. LLB degree will be an added advantage.

DUTIES : Manage and maintain a case management system. Acknowledge and register all cases in the Department. Analyse reports received and charge employees to determine grounds of misconduct. Ensure investigations are conducted and liaise with Labour Unions' representatives and make recommendations. Facilitate dispute resolution. Attend the conciliation and arbitration proceedings on all set down disputes. Coordinate and facilitate disciplinary processes. Facilitate the acknowledgement and receipt of arbitration awards. Coordinate and facilitate disciplinary processes. Attend to all formal disciplinary hearings and progressive discipline within the Department. Promote fair and sound Labour relations practices in the Department. Provide advisory role on all labour relations matters and challenges. Development of labour relations. Development of Labour relations policies, manuals and guidelines.

ENQUIRIES : Ms. A. Mkhombo Tel No: (011) 355 -7521 / Ms. P. Mabasa (011) 355 – 7175

POST 12/101 : **ASSISTANT DIRECTOR: COLLECTIVE BARGAINING REF NO: REFS/045395**
Branch: Corporate Services

SALARY : R468 459 per annum (Plus benefits) (level 09)
CENTRE : Johannesburg (Head Office)
REQUIREMENTS : National Diploma/Degree (NQF level 6/7) in Labour Relations/ Labour Law/ Human Resource Management. Minimum of 3 – 5 years of experience in Labour Relations, collective bargaining, legal environment and/or case management. Knowledge and skills: GPG and DPDRT policies and procedures and relevant legislation and Public Service Regulations, knowledge of SLA's, conflict management and financial management.

DUTIES : Facilitate collective bargaining processes in the Department. Monitor all Collective Bargaining activities in the Department. Monitor all Collective Bargaining activities in the Department. Facilitate labour related policies guidelines and labour relations processes. Provide Labour Relations advice and technical support to line managers in the Department (Regions, TOLABSs and DLTSSs). Facilitate and monitor consultative structures within the Department. Conduct impact analysis on labour relations processes and policies. Monitor the implementation of arbitration awards and collective agreements. Communicate the decision/awards. Conduct advocacy sessions to promote fair and sound collective bargaining practices in the Department. Capacitate line managers and employees on collective bargaining matters. Manage strike action in the Department. Facilitate grievance resolution arising from collective bargaining processes and intervene in conflict management. Manage resources (Human, Equipment/Assets).

ENQUIRIES : Ms. A. Mkhombo (011) 355 -7521 /Ms. P. Mabasa (011) 355 – 7175

<u>POST 12/102</u>	:	<u>CHIEF TRAINING OFFICER – ZWARTKOP TRAINING CENTRE REF NO: REFS/045392</u> Branch: Corporate Services
<u>SALARY</u>	:	R468 459 per annum (Plus benefits) (level 09)
<u>CENTRE</u>	:	Zwartkop Training Centre
<u>REQUIREMENTS</u>	:	National Diploma/Degree (NQF Level 6/7) in Education (registered with SACE) /Business Administration/Human Resource Development. Facilitator, Assessor and moderator Certificates with ETQA. Road Construction Plant and Equipment certificates. Professional certificates in training or learning and development (SETA Accredited). 3-5 years' experience in Training and Development as a Facilitator, Assessor and Moderator. Road Maintenance and Construction experience will be an added advantage. Knowledge and Skills. GPG and GPDRT policies and procedures. Relevant legislation and Public Service Regulations, understanding of expectations of customers, documentation Management and knowledge of GPG executive structures.
<u>DUTIES</u>	:	Develop and maintain the policies regulations and standards. Ensure that training programs comply with relevant regulations, standards and departmental policies. Conduct needs assessments to identify technical skill gaps and training requirements across different business units within the department. Plan and prioritise training and development interventions. Design, monitor and evaluate accredited and non-accredited courses and programs. Evaluate and update existing programs to ensure relevance and effectiveness. Design and monitor the implementation of accredited and non-accredited bearing skills programme. Design, implement and evaluate job specific courses and contractor developing programs in alignment with departmental goals and needs. Advise and assist relevant directorates/regions on Development practices, in line with technical training i.e. road worker student engineers and candidate engineers etc. Ensure that the training manuals, guides and course material such as handouts and visual materials are maintained and readily available. Coordinate and facilitate training programs. Execute the rolling out of the training curriculum's according to the training Program. Evaluate theoretical and practical and in line with unit standard requirements. Manage resources (Human, Equipment/Assets). Oversee administrative tasks related to training programs, including record-keeping and reporting. Responsible for coaching, discipline and monitoring of staff to improve performance. Manage and monitor performance contracts and assessment of sub-ordinates. Manage leave of sub-coordinate.
<u>ENQUIRIES</u>	:	Ms. A. Mkhombo Tel No: (011) 355 -7521 / Ms. P. Mabasa (011) 355 – 7175
<u>POST 12/103</u>	:	<u>ENGINEER TECHNOLOGIST GRADE A – C REF NO: REFS/045421</u> Branch: Roads Infrastructure
<u>SALARY</u>	:	R453 576 – R690 237 per annum (Plus benefits). The offer is based on recognition of experience after registration. (Proof of recognized experience will be requested only to the shortlisted candidates).
<u>CENTRE</u>	:	Johannesburg, Head Office
<u>REQUIREMENTS</u>	:	Bachelor of Technology in Civil Engineering (B Tech). Three years post qualification Engineering Technologist experience required. Compulsory registration with ECSA as an Engineering Technologist. Must have a valid driver's license. Knowledge And Skills: Knowledge in GPG and GPDRT policies and procedures, Relevant legislation and public service Regulation, Understanding of expectation of customers, Knowledge of SLAs, Management information knowledge of GPG political and executive structures, Engineering professional Act, Gauteng infrastructure Act 2001, National land Transport Act 2009, Architectural Profession Act and Landscape Architectural Profession Act. Skills in Programme and Project Management, Engineering design and analysis knowledge, Research and development, Computer aided engineering applications, Knowledge of legal compliance, Technical report writing, Creating high performance culture, Professional judgement and Networking.
<u>DUTIES</u>	:	Evaluate and approve geometrics, bridges and stormwater designs. Receive application from the service providers for approval of roads, bridges and stormwater designs, Assess the applications in terms of the Departmental standards, Approve the sign of the roads designs, Drafting of preliminary and detail designs in -house, Receive the request from the public to upgrade intersections on provincial roads, Compile design reports for approval by the DDG: Roads Branch, Implementing the in-house designs (DLTC's, gravel

roads to surface roads and intersection upgrades) as requested by the public and the Department, Projects Management (Capital projects), Create tender documents with the scope of works for service providers, Appoint services providers for capital projects, Monitor service providers deliverables as per appointment in terms of completion time and budget.

- ENQUIRIES** : Mr. E Mashaba Tel No. 011 355 7340/ Mr. E Mpateni Tel 011 355 7252
- POST 12/104** : **SENIOR TRAINING OFFICER – ZWARTKOP TRAINING CENTRE REF NO: REFS/045393**
Branch: Corporate Services
- SALARY CENTRE REQUIRMENTS** : R397 116 per annum (Plus benefits) package (Level 08)
: Zwartkop Training Centre
: National Diploma/Degree (NQF Level 6/7) in Education (registered with SACE)/Business Administration/Human Resource Development. Facilitator, Assessor and Moderator Certificates with ETQA. Road Construction Plant and Equipment certificates. Professional certificate in training or learning and development (SETA Accredited). 2-3 years' experience in Training and Development Environment as a Facilitator and Assessor. Road Maintenance and Construction experience will be an added advantage. Knowledge and Skills. GPG and GPDRT policies and procedure, relevant legislation and Public Service Regulations, understanding of expectations of customers and knowledge of GPG executive structures. Computer utilisation and conflict management.
- DUTIES** : Implementation training and staff development programs. Implement training and development programmes in line with set standards and outcomes. Conduct training interventions to address skills development needs and to help workers maintain or improve job skills. Facilitate the implementation of training and developmental interventions in compliance with training and Developmental Legislation and policies. Execute, monitor and evaluate accredited and non-accredited courses and programs. Execute, monitor and evaluate accredited and non-accredited courses and programs. Execute the implementation of accredited and non-credited bearing skills programme to meet the required skills as needs analysis. Implement training and staff development interventions using effective methods such as classroom training, on job training, workshops exposure etc. Facilitate training programs. Conduct the rolling out of the training interventions in line with the Training Program. Implementation and Evaluation of Pre assessments before training program. Implementation and Evaluation of Pre assessments before training begins. Enable learners to undergo Recognition of Prior Learning as per agreement (Technical jobs such as Road Worker Earth moving and non-Earth moving Operators). Supervise resources (Human, Equipment/Assets). Responsible for coaching, discipline and mentoring of staff to improve performance. Manage and monitor performance contract and assessment of subordinates.
- ENQUIRIES** : Ms. A. Mkhombo Tel No: (011) 355 -7521 / Ms. P. Mabasa (011) 355 – 7175

**PROVINCIAL ADMINISTRATION: KWAZULU-NATAL PROVINCE
DEPARTMENT OF ECONOMIC DEVELOPMENT, TOURISM AND ENVIRONMENTAL AFFAIRS**

- APPLICATIONS** : Applicants are encouraged to apply for posts through the KZN online e-Recruitment system at www.kznonline.gov.za/kznjobs or submit their Z83 and CV directly to the following email address: kznjobs@kznedtea.gov.za All attachments for Email applications must include an application form Z83 and CV only combined in PDF and as one (1) document or attachment, indicating the correct job title and the reference number of the post on the subject line of your email Applicants may also visit any one of our Designated Online Application Centres (DOACS), where our friendly staff will assist you with applying online or receiving your hardcopy application. You can find the Designated Online Application Centres (DOACS) list 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, Emailing The Z83 And Cv Directly To The Relevant Department, Or Submitting A Hard-Copy Application As Directed. Applications may alternatively be forwarded to the Department of Economic Development, Tourism and Environmental Affairs, Private Bag X9152, Pietermaritzburg, 3200, OR hand delivered to the Ground Floor, 270 Jabu Ndlovu Street, Pietermaritzburg, 3201, in the vacancy box provided for the attention of Ms Nondumiso Buthelezi / Mr Siphso Zangwa.
- CLOSING DATE** : 24 April 2026 (at 16h00). Applications received after the closing date and time will not be considered.
- NOTE** : Directions To Candidates Note to applicants: The Provincial Administration of KwaZulu-Natal is an equal opportunity, affirmative action employer, and women and people with disabilities are encouraged to apply. The Department of Economic Development, Tourism, and Environmental Affairs is an equal opportunity, affirmative action employer, and preference will be given to suitably qualified candidates from designated groups in terms of the Employment Equity Act, 1998. The Department reserves the right not to make these appointments. All information submitted will be treated as confidential. The Department reserves the right to withhold the filling of the abovementioned posts at any time before an appointment. All applications must be submitted on the new Application for Employment form (Z83), which became effective from the 1st of January 2021, obtainable from any Public Service Department or can be downloaded at www.dpsa.gov.za-vacancies. The form must be completed in full, and the application form should be initiated, signed, and dated. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The completed and signed Z83 must be accompanied by an updated, detailed Curriculum Vitae (CV). Dates of starting and leaving employment must be given as DD/MM/YYYY. Shortlisted candidates must submit certified documents on or before the day of the interview, following communication from Human Resources. Should an applicant have a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualifications Authority (SAQA) (only when shortlisted). It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Applications submitted electronically will be taken as a final application and may not be amended or supplemented in any way after the closing date indicated in the advertisement. If you have not been contacted within three (3) months after the closing date of the advertisement, please accept that your application was unsuccessful. Shortlisted candidates will be required to undergo a competency test/technical exercise. Candidates are discouraged from sending their applications through registered mail, as the Department will not take responsibility for the non-collection of those applications. The appointment is subject to a positive outcome obtained from the State Security Agency to the following checks (security clearance, qualification, citizenship, and previous employment verifications). The Department will conduct reference checks with the HR of the current and/or previous employer(s) apart from the referees listed. 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. Following the interview and technical exercise, the

selection panel will recommend candidate/s to attend a generic managerial competency assessment (in compliance with the DPSA Directive on implementing competency-based assessment). The competency assessment will test generic managerial competencies using the mandated DPSA SMS competency assessment tools. Before the appointment for SMS positions, the appointee will be required to produce a Pre-entry certificate for the Senior Management Pre-Entry Programme, a public service-specific training program applicable to all applicants who aspire to join the SMS. The course is offered by the National School of Government (NSG). The course is available at the NSG under the name Certificate for entry, and the full details can be obtained by following the link: <https://www.thensg.gov.za/trainingcourse/smspre-entryprogramme>. Regrettably, due to excessive budget cuts, the Department is not in a position to cover any travel and subsistence costs associated with recruitment processes.

MANAGEMENT ECHELON

- POST 12/105** : **CHIEF DIRECTOR: STRATEGIC INDUSTRIAL INTERVENTIONS REF NO: CD-STR INTER 03 / MARCH 2026**
 Business Unit: Strategic Industrial Interventions
 This post is being re-advertised. Candidates who applied previously may re-apply.
- SALARY** : R1 494 900 - R1 787 328 per annum (Level 14) (All-inclusive salary package to be structured under the rules of SMS)
- CENTRE REQUIREMENTS** : Head Office: Pietermaritzburg
 : An appropriate Bachelor's degree or equivalent qualification in Industrial Engineering/ Economics / Development Studies or other relevant disciplines at NQF level 7 as recognised by SAQA. Postgraduate qualification in Industrial Policy or Engineering Management will be an added advantage. A minimum of five years of experience at a Senior Managerial level in industrial development. Completion of Nyukela Certificate for entry into the SMS (Senior Management Service) upon appointment A valid driver's licence.
- DUTIES** : Key Performance Areas: The successful candidate will be required to Provide strategic leadership and direction in promoting Maritime Services and Port operations through participatory determination in the industry Co-ordinate and develop Annual Performance, Operational and Strategic Plans for the Chief Directorate Provide strategic direction and coordination in the implementation of the KZN integrated Aerotropolis strategy (IAS) and the associated master plan to support Aerotropolis development Provide strategic leadership and guidance in the implementation of strategies to support industrial economic HUBs and Special Economic Zones (SEZs) Coordinate the development and implementation of policies Manage human, financial resources and assets of the Chief Directorate. Skills, Training, And Competencies: The successful candidate must have: Extensive knowledge of the Durban Aerotropolis Master Plan; Industrial Economic Hubs, Maritime Industry, and Special Economic Zones Strategies; National Maritime Transport Policy; Provincial Industrial Development Strategy (PIDS); and National Development Plan. Broad understanding of the public sector environment. Provincial Growth and Development Plan (PGDP), District Growth and Development Plan (DGDP). Good knowledge of strategy development and policy implementation in accordance with agreed norms and standards. Knowledge and understanding of the regulatory framework for the Public Service, e.g., the Constitution of the Republic of South Africa, the Public Service Act, the PFMA, Treasury Regulations, the Public Service Regulations, the Basic Conditions of Employment Act, the Occupational Health and Safety Act, and the Labour Relations Act. Good stakeholder coordination and engagement, Sound research, knowledge management, strategic capability and leadership, problem solving and analysis, and empowerment. Knowledge and understanding of Employee Performance and Management System, knowledge of the Security Management Act, Bill of Rights, Community Outreach, and Public participation. Skills: Ability to communicate at all levels, including Provincial Departments, Senior Management, and Private Sector Organizations. Computer literacy, strategic planning, negotiating skills, programme and project management principles, report writing, and presentation skills. Broad knowledge of service delivery innovation, change management, and financial management. Strategic and leadership, policy

		analysis and development, management and administration, advanced written and verbal communication, people management, corporate planning, decision making, research, knowledge management,
<u>ENQUIRIES</u>	:	MS F F Pupuma: Tel No: 033 264 2543 / 082 788 8330
<u>NOTE</u>	:	Target: Females And People With Disabilities Who Meet The Requirements.
<u>POST 12/106</u>	:	<u>CHIEF DIRECTOR: TOURISM DEVELOPMENT REF NO: CD-TOURISM 04 / MARCH 2026</u> Business Unit: Tourism Development
<u>SALARY</u>	:	R1 494 900 - R1 787 328 per annum (Level 14) (All-inclusive salary package to be structured under the rules of SMS)
<u>CENTRE</u>	:	Pietermaritzburg
<u>REQUIREMENTS</u>	:	An appropriate Bachelor's degree in Tourism Management / BCom in Tourism and Hospitality/ Development Studies / Business Administration / Economics / Policy and Economic Development at NQF level 7 as recognised by SAQA. Postgraduate qualification in Management Sciences will be an added advantage. A minimum of five years of experience at a Senior Managerial level in the tourism sector. Completion of Nyukela Certificate for entry into the SMS (Senior Management Service) upon appointment A valid driver's licence.
<u>DUTIES</u>	:	Key Performance Areas: The successful candidate will be required to Provide strategic leadership and direction in promoting sustainable tourism growth and development in the Province Provide strategic direction on the promotion of tourism sector transformation Provide strategic leadership and guidance on tourism planning. Manage the development and implementation of tourism policies, strategies, and programmes, such as risk and integrity management, operation Sukuma Sakhe/DDM Manage human, financial resources, and assets of the Chief Directorate. Skills, Training, And Competencies: The successful candidate must have a thorough understanding of stakeholder management dynamics within the tourism industry at all levels. Knowledge and understanding of the tourism sector. Knowledge and understanding of National Tourism Sector Strategy, Provincial Tourism Master Plan, New trends on Tourism issues, Tourism Act of 2014, KwaZulu/Natal Tourism Act of 1996 as amended; White paper on the Development and Promotion of Tourism Broad Based Black Economic Empowerment Act (BBBEE); Industrial Policy Action Plan (IPAP); South Africa Trade Policy Framework; Trade and Investment Act; Business Act; Industrial Development Strategy (IDS); Investment Promotion Strategy; Provincial Growth and Development Strategy (PGDS); Provincial Spatial Economic Development Strategy (PSEDS); National Development Plan (NDP); National framework for Sustainable Development; National and Provincial legislations and regulations, Public service legislation, Knowledge Management Strategies, Risk Management Processes Ethics and Integrity Management, HR processes, Public Finance Management Act and Treasury Regulations, Public Service Act & Regulations, Service delivery (Batho Pele). Knowledge and understanding of the regulatory framework for the Public Service, e.g., the Constitution of the Republic of South Africa, the Public Service Act, the PFMA, Treasury Regulations, the Public Service Regulations, the Basic Conditions of Employment Act (BCEA), the Occupational Health and Safety Act, and the Labour Relations Act. Skills: Ability to communicate at all levels, including Provincial Departments, Senior Management, and Private Sector Organizations. Computer literacy, time management, Research skills, Analytical thinking, Interpersonal relations, Language proficiency, Conflict Management, Presentation skills, Co-ordination, Planning and organizing, Presentation skills, Basic driving, Diplomacy, Priority Setting, Development and facilitation skills, Business planning and project management.
<u>ENQUIRIES</u>	:	MS F F Pupuma: Tel No: (033) 264 2543 / 082 788 8330
<u>NOTE</u>	:	Target: Females And People With Disabilities Who Meet The Requirements.
<u>POST 12/107</u>	:	<u>DIRECTOR: TOURISM GROWTH AND DEVELOPMENT REF NO: DIR-TOURISM GROWTH 05/ MARCH 2026</u> Business Unit: Chief Directorate: Tourism Development
<u>SALARY</u>	:	R1 266 714 – R1 492 122 per annum (Level 13) (All-Inclusive Salary Package To Be Structured Under The Rules Of SMS)
<u>CENTRE</u>	:	Pietermaritzburg
<u>REQUIREMENTS</u>	:	An appropriate Bachelor's degree in Tourism Management / BCom in Tourism and Hospitality/ Development Studies / Business Administration / Economics /

		Policy and Economic Development at NQF Level 7 as recognized by SAQA. A minimum of five years of experience at a Middle/Senior Managerial level and practical work experience in the Tourism Sector. Completion of Nyukela Certificate for entry into the SMS (Senior Management Service) upon appointment; A valid driver's licence.
<u>DUTIES</u>	:	Key Performance Areas: The successful candidate will be required to: Coordinate and facilitate tourism product development in the Province and package specific niche markets Facilitate the creation of a conducive environment for tourism enterprises within the Province Coordinate the registration, compliance and enforcement function of tourism businesses and tourists guides as per the legislation Manage the development and implementation of Tourism policies, strategies, programmes such as Risk and Integrity Management Operation Sukuma Sakhe /DDM Manage the resources of the Directorate. Skills, Training, And Competencies: The successful candidate must demonstrate in-depth knowledge and understanding of tourism legislation, policies, and strategic frameworks applicable to the tourism sector e.g., KZN Tourism Act; KZN Tourism Master Plan; National & Provincial Tourism Sector Strategies; Provincial Growth & Development Strategy (PGDS); Provincial Spatial Economic Development Strategy (PSEDS); Economic Transformation; KZN Beach Tourism act. Knowledge of New trends on tourism issues, Public service legislation, Tourism Act of 2014, KwaZulu Natal Tourism Act of 1996 as amended; White paper on the Development and Promotion of Tourism Broad Based Black Economic Empowerment Act (BBBEE); Industrial Policy Action Plan (IPAP); South Africa Trade Policy Framework; Trade and Investment Act; Business Act; Industrial Development Strategy (IDS); Investment Promotion Strategy; Provincial Growth and Development Strategy (PGDS); Provincial Spatial Economic Development Strategy (PSEDS); National Development Plan (NDP); National framework for Sustainable Development; National and Provincial legislations and regulations, Public service legislation, Knowledge Management Strategies, Risk Management Processes Ethics and Integrity Management, HR processes, Service delivery (Batho Pele). Knowledge and understanding of the regulatory framework for the Public Service, e.g., the Constitution of the Republic of South Africa, the Public Service Act, the PFMA, Treasury Regulations, the Public Service Regulations, the Basic Conditions of Employment Act (BCEA), the Occupational Health and Safety Act, and the Labour Relations Act. Skills: Ability to communicate at all levels, including Provincial Departments, Senior Management, and Private Sector Organizations. Computer literacy, Analytical thinking, Research skills, Presentation skills, Written and verbal communication skills, Stakeholder consultation skills, Advisory skills, Project management, Organizing and coordination skills, Facilitation skills, Policy analysis and development Interpersonal relations, Language proficiency, Diplomacy Time management, Conflict management, Report writing, Strategic planning, Coaching and mentoring, and Driving skills.
<u>ENQUIRIES</u>	:	MS F F Pupuma: Tel No: 033 264 2543 / 082 788 8330
<u>NOTE</u>	:	Target: Females And People With Disabilities Who Meet The Requirements.
<u>POST 12/108</u>	:	<u>DIRECTOR: AEROTROPOLIS DEVELOPMENT REF NO: DIR-AERO DEV 06/ MARCH 2026</u> Business Unit: Strategic Industrial Interventions
<u>SALARY</u>	:	R1 266 714 – R1 492 122 per annum (Level 13) (All-Inclusive Salary Package To Be Structured Under The Rules Of SMS)
<u>CENTRE</u>	:	Head Office: Pietermaritzburg
<u>REQUIREMENTS</u>	:	An appropriate bachelor's degree in urban or Regional Planning / Transport Economics / Economic Development / Economics / Policy Development / Engineering (Civil, infrastructure), or Transport Logistics at NQF Level 7 as recognized by SAQA. Postgraduate qualifications (highly advantageous) - Master's degree in urban planning, Economic Development, Economics, Business Administration/ Business Management. A minimum of five years of experience at a Middle/Senior Managerial level in the Transport and/or Aviation Sector. Completion of Nyukela Certificate for entry into the SMS (Senior Management Service) upon appointment; A valid driver's licence.
<u>DUTIES</u>	:	Key Performance Areas: The successful candidate will be required to: Oversee and provide strategic leadership for the Implementation of the Durban Aerotropolis Master Plan and the Integrated Aerotropolis Strategy Oversee and provide strategic leadership for the Implementation of the KZN Regional Airport

Strategy Oversee and provide strategic leadership for Advancing knowledge and skills in the field of Aerotropolis and Aviation Industry Technical Economic support and source of information in the development of Aerotropolis Supervise the Aerotropolis Development Administration, Risk Management and Budgeting processes and Manage human resources. Skills, Training, And Competencies: The successful candidate must demonstrate in-depth knowledge and understanding of Aerotropolis theory, including how airports become economic growth engines that link logistics, commerce, planning, and community development. Advance knowledge of Aerotropolis and Airport cities development strategy, global value chains, and connectivity of Aerotropolis, business development, and investment attraction around airports. Knowledge of Urban planning and spatial development, including land-use planning, master planning frameworks, and sustainability principles. Economic development principles, including job creation strategies, investment attraction, economic modelling, and regional competitiveness. Public-private partnerships (PPP) and infrastructure financing with respect to how government and private investors align funding and risk. Transport logistics and connectivity planning with intermodal transport (air, road, rail) and logistics infrastructure. Policy, regulatory, and governance frameworks. Strong Knowledge of the KZN Integrated Aerotropolis Strategy, Durban Aerotropolis Master Plan, KZN Regional Airport Strategy; basic understanding of the South African Civil Aviation Authority Regulations (SACAA), International Civil Aviation Organization (ICAO); Knowledge and understanding of the regulatory framework for the Public Service, e.g., the Constitution of the Republic of South Africa, the Public Service Act, the PFMA, Treasury Regulations, the Public Service Regulations, the Basic Conditions of Employment Act (BCEA), the Occupational Health and Safety Act, and the Labour Relations Act, Skills Development Act, Service Delivery Frameworks, policies, and strategies relevant to Aerotropolis development (e.g. National Airports Development Plan, Bilateral Agreements). Skills: Strategic leadership and management Skills. Strategic capability, and leadership, problem-solving, and analysis; financial & budgetary management, administration, people management, risk management, corporate planning, decision making; Creative, analytical & innovative thinking, Computer literacy, good report-writing, negotiation, verbal and written communication, research, basic driving, presentation, project management, and ability to communicate at all levels, including Provincial Departments, Senior Management, and Private Sector Organizations.

ENQUIRIES
NOTE

: MS F F Pupuma: Tel No: 033 264 2543 / 082 788 8330
: Target: Females And People With Disabilities Who Meet The Requirements.

POST 12/109

: **DIRECTOR: TRADE AND INVESTMENT PROMOTION REF NO: DIR - TRADE & INVEST 07 /MARCH 2026**
Business Unit: Trade & Sector Development

SALARY

: R1 266 714 – R1 492 122 per annum (Level 13) (All-inclusive salary package to be structured in accordance with the rules of SMS)

CENTRE
REQUIREMENTS

: Head Office: Pietermaritzburg
: The ideal candidate must have: An appropriate Bachelor of Commerce Degree in Economics, Business Economics, Trade Economics, or Development studies at (NQF level 7) as recognized by SAQA A minimum of five years of experience at a Middle/Senior Managerial level and extensive experience in the area of trade and investment promotions. Experience and knowledge of global, provincial, and national trade and investment issues and their implications for the provincial economy are also required. Completion of Nyukela Certificate for entry into the SMS (Senior Management Service) upon appointment -A valid driver's licence.

DUTIES

: Key Performance Areas: The successful candidate will be required to Promote and facilitate rapid business response to mitigate the risks of business closure and exodus of investors in the province. Manage and facilitate engagements with social partners to ensure industrial development in the province. Promote departmental initiatives in relation to multilateral commodity institutions on trade promotion-related initiatives and agreements. Ensure the development and implementation of trade and investment policies, strategies, and programmes, such as risk and integrity management, operation Sukuma Sakhe/ DDM. Manage human and financial resources of the Directorate. Essential Knowledge, Skills, And Competencies Required: The successful candidate must have thorough knowledge of the National Industrial Policy

Framework, National Trade and Investment policies, and key government initiatives in Trade & Investment. Provincial Industrial Development Strategy (PIDS); National Development Plan. Broad understanding of the public sector environment. Provincial Growth and Development Plan (PGDP), District Growth and Development Plan (DGDP), and Foreign Direct Investment. Good knowledge of the development of strategies and policy implementation according to agreed norms and standards. Knowledge of the Integrated Policy Action Plan (IPAP2) and New Growth Path (NGP). Knowledge and understanding of the regulatory framework for the Public Service, e.g., Public Service Act, PFMA, Treasury Regulations, Public Service Regulations, Labour Relations Act, Occupational Health and Safety Act, Basic Conditions of Employment Act, Skills Development Act, Service Delivery Frameworks, HR Matters, and relevant statutory provisions. Good stakeholder coordination and engagement, Sound research, knowledge management, strategic capability, leadership, problem-solving and analysis, and empowerment. Knowledge and understanding of Employee Performance and Management Systems, knowledge of the Security Management Act, Bill of Rights, Community Outreach, and Public participation. Skills: Ability to communicate at all levels, including Provincial Departments, Senior Management, and Private Sector Organizations. Computer literacy, strategic planning, negotiating skills, programme, and project management principles, report writing, and presentation skills. Broad knowledge of service delivery innovation, change management, and financial management. Strategic and leadership, policy analysis and development, management, and administration, advanced written and verbal communication, people management, corporate planning, decision making, research, knowledge management, problem-solving and analysis, client orientation, and customer focus.

ENQUIRIES
NOTE

: MS F F Pupuma: Tel No: 033 264 2543 / 082 788 8330
: Target: Females And People With Disabilities Who Meet The Requirements.

PROVINCIAL TREASURY

The KwaZulu-Natal Department of Provincial Treasury is an equal opportunity, affirmative action employer and preference will be given to previously disadvantaged groups.

APPLICATIONS

: KwaZulu-Natal Provincial Treasury, P O Box 3613, Pietermaritzburg, 3200 or 145 Chief Albert Luthuli Road Pietermaritzburg 3200. Applications can also be submitted via the e-services system please assess this site on (eservices.gov.za)

FOR ATTENTION
CLOSING DATE
NOTE

: Ms SL Ngema
: 24 April 2026
: The new Z83 form must be used effective 1st January 2021 and can be downloaded at www.dpsa.gov.za-vacancies. The Z83 Must Be Completed In Full. Application must be accompanied by a detailed CV Only the provisionally shortlisted candidates will be requested to submit supporting documents (certified copies of qualifications, driver's license etc.) All shortlisted candidates, including SMS, shall undertake to 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. Applicants need to ensure that they obtain and submit their foreign qualifications verified with SAQA if shortlisted or provisionally shortlisted. Non-South African citizens or permanent residency holders, if provisionally shortlisted, will be required to submit proof of citizenship The Department will also conduct reference checks with HR of current /previous employer(s) beside the references provided on CV. Candidates will be subjected to security screening and a technical assessment. Under no circumstances will be faxed, emailed and late applications be accepted. The Department discourages applications that are registered and will not be held responsible for applications sent via registered mail which are not collected from the post office. It is the responsibility of the applicant to ensure that the application reaches the Department timeously. Regrettably, due to excessive budget cuts, the department is not in a position to meet any travel subsistence costs relating to recruitment processes, or relocation and resettlement costs for successful candidates. Should you not hear from the Department within 3 months of the closing date, please regard your application as unsuccessful. Candidates who do not comply with the above mentioned will not be considered. Preferences: African Males, African Females and people with disabilities who meet the requirements.

OTHER POST

- POST 12/110** : **LEGAL ADMINISTRATION OFFICER REF NO: KZNPT 26/06**
- SALARY** : R464 634 - R1111 323 per annum.
- CENTRE** : KZN Provincial Treasury, Pietermaritzburg
- REQUIREMENTS** : An NQF level 8 LLB qualification or higher. At least 8 years appropriate post-qualification legal experience in the provision of legal services. Admission as an attorney or advocate with good standing with the legal practice Council will be an added advantage. A valid driver's license and in the case of people with disabilities who are unable to personally drive, the department will assist them to meet work related travel commitments. Skills, Knowledge And Competencies: Sound knowledge of the south African legal system, Administrative Law and Constitutional law, Public Service Act, Public Finance Management Act (PFMA), Municipal Finance Management Act (MFMA), Public Service Regulations, Interpretation of Statutes and Civil Procedure (Magistrates court practice & High Courts practice). Legal administration skills, computer literacy, conflict management, negotiation skills, good verbal and written communication skills, project management, legal research Methods, ability to write draft legal documents, good inter-personal relations skills, problem solving skills, accuracy and attention to detail, presentation skills, policy analysis, research skills, self discipline and ability to work under pressure with minimum supervision.
- DUTIES** : Conduct research for specific cases as well as remain abreast with changes in legislation that affect the department. Represent the department in dispute resolution cases to ensure a fair outcome for the department. Draft legal advice and/or opinions for specific cases to ensure the department abides by and complies with relevant legislation. Preparation of cases for litigation purposes.
- ENQUIRIES** : Mr B Gumede Tel No: (033) 897 4544

**PROVINCIAL ADMINISTRATION: MPUMALANGA
DEPARTMENT OF EDUCATION**

The Mpumalanga Department of Education is committed to provide equal opportunities and practices affirmative action employment. It is the intention of the Department to promote representivity (disability, gender and race) through the filling of posts and a candidate whose transfer / promotion / appointment will promote representivity will receive preference.

- APPLICATIONS** : Postal address: The Head of Department, Department of Education, Private Bag x 11341, Nelspruit, 1200. For Attention: Mr. J Ngomane / Ms. C Mkhathshwa / Ms. SR Ndzinisa / Mr. X Sifunda, HR Recruitment Applications may also be placed (recorded in the register) in the application container located at the Security Desk, Upper Ground, Ikhamanga Building of the Riverside Government Complex, Mbombela or uploaded on the following link: <https://forms.gle/o9MBmwvvn3xDFCSub8>
- CLOSING DATE** : 30 April 2026
- NOTE** : Applications should be submitted on the latest Form Z.83, obtainable from any Public Service Department. Applications must in all cases be accompanied by a recent updated comprehensive CV only. Only shortlisted candidates for a post will be required to submit certified copies of qualifications, identity document and driver's license on or before the day of the interview following communication from the relevant HR section of the Department. 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 complete part A, B AND C as well as the declaration and sign form Z83, even if they are attaching a CV. 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. The filling of posts will be done in terms of the Department's approved Employment Equity Plan. 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 Education within 90 days after the closing date of the advertisement, applicants must assume that their application was not successful

OTHER POSTS

- POST 12/111** : **CHIEF QUANTITY SURVEYOR GRADE A: PROJECTS IMPLEMENTATION A3/013**
- SALARY** : R1 099 488 per. annum. (An all-inclusive remuneration package) The package can be structured according to the individual's personal needs. Appointment will be subject to competency assessment.
- CENTRE REQUIREMENTS** : Head Office, Mbombela
: B Degree in Quantity Surveying. Registered as a Professional Quantity Surveyor with SACQSP. Six years' relevant post-qualification (after completing qualification) experience. Planning and organising skills as well as financial management skills. Research and technical report writing skills. Mobile equipment operating skills. Programme and project management skills. Computer literate. Valid Driver's license. 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.
- DUTIES** : Manage the delivery of the infrastructure-built environment programmes and projects in line with the Provincial Infrastructure Delivery Management System [IDMS]. Prepare the construction procurement strategy and the Infrastructure Programme Management Plan. Prepare and/or approve Packages/Individual Project Briefs. Participate in the procurement of Professional Service Providers and Contractors. Contribute to the review and acceptance of the Infrastructure Programme Implementation Plan. Monitor the implementation of Programmes/Projects. Approve Project Stage reports & designs. Manage the

		interface between the end-user/community structures and Implementing Agent[s]. Manage people and budgets.
<u>ENQUIRIES</u>	:	Mr. K Mathebula Tel: (013) 766 5408
<u>POST 12/112</u>	:	<u>DEPUTY DIRECTOR: OFFICE OF THE DDG CHIEF FINANCIAL OFFICER A3/016</u>
<u>SALARY</u>	:	R896 436 per. annum. (An all-inclusive remuneration package) The package can be structured according to the individual's personal needs
<u>CENTRE REQUIREMENTS</u>	:	Head Office, Mbombela An undergraduate qualification (NQF 7) as recognised by SAQA in Public Management or equivalent qualification. Minimum of 3 years' relevant experience in the relevant field. A sound understanding of and the ability to grasp the Public Service policies and regulations, including the Public Service Act, PFMA, Treasury Regulations and education related policies and initiatives. Valid driver's license. Knowledge of executive office management priorities will be an added advantage. Excellent leadership-, interpersonal and motivational skills. Good written and verbal communications skills. Good report writing skills. Executive office management skills. Comprehensive knowledge of the public service and education sector related legislation and the legal and labour implications thereof. Proven ability to plan, manage and delegate as well as monitor public administrative functions. Innovative, analytical and creative thinking. Knowledge of budget planning and -control. Applied strategic thinking, especially in terms of conflict management. Creative assertiveness. Condition: Appointment will be subject to competency assessment. 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.
<u>DUTIES</u>	:	Function as Office Manager and co-ordinator in the office of the Branch Manager (DDG) Chief Financial Officer, in respect of the following core functions: Financial management services and Human Resource management services. Co-ordination of districts. Design, develop and maintain an orderly and efficient system of reception, administration, office information system and archive in the office of the DDG. Receive, acknowledge and channel all correspondence relating to the office of the DDG, to relevant components for attention, pend and follow up where necessary. Facilitate the gathering of information, and prepare and submit reports as required. Co-ordinate meetings with stakeholders/institutions, accompany the DDG to meetings, visits and other engagements as and when required, and ensure adequate research and briefing to facilitate meeting of the DDG's obligations. Promote sound financial management within the area of responsibility in as far as budgeting and expenditure for the office of the DDG is concerned. Promote efficient and effective service delivery to clients, and maintain confidentiality as required. Develop, manage and maintain efficient linkages between the office of the Branch Manager and all internal and external departmental stakeholders.
<u>ENQUIRIES</u>	:	Ms. TF Ntuli Tel: (013) 766 5438
<u>NOTE</u>	:	Appointment will be subject to competency assessment. Shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job. 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.
<u>POST 12/113</u>	:	<u>DEPUTY DIRECTOR: OFFICE OF THE DDG CURRICULUM A3/017</u>
<u>SALARY</u>	:	R896 436 per.annum. (An all-inclusive remuneration package) The package can be structured according to the individual's personal needs.
<u>CENTRE REQUIREMENTS</u>	:	Head Office, Mbombela An undergraduate qualification (NQF 7) as recognised by SAQA in Public Management or equivalent qualification. Minimum of 3 years' relevant experience in the relevant field. A sound understanding of and the ability to grasp the Public Service policies and regulations, including the Public Service Act, PFMA, Treasury Regulations and education related policies and initiatives. Valid driver's license. Knowledge of executive office management priorities will

be an added advantage. Excellent leadership-, interpersonal and motivational skills. Good written and verbal communications skills. Good report writing skills. Executive office management skills. Comprehensive knowledge of the public service and education sector related legislation and the legal and labour implications thereof. Proven ability to plan, manage and delegate as well as monitor public administrative functions. Innovative, analytical and creative thinking. Knowledge of budget planning and -control. Applied strategic thinking, especially in terms of conflict management. Creative assertiveness. Condition: Appointment will be subject to competency assessment. 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.

DUTIES

: Function as Office Manager and co-ordinator in the office of the Branch Manager (DDG) Curriculum, in respect of the following core functions: Management of General Education and Training- and Further Education and Training including ECD services. Co-ordination of districts. Design, develop and maintain an orderly and efficient system of reception, administration, office information system and archive in the office of the DDG. Receive, acknowledge and channel all correspondence relating to the office of the DDG, to relevant components for attention, pend and follow up where necessary. Facilitate the gathering of information, and prepare and submit reports as required. Co-ordinate meetings with stakeholders/institutions, accompany the DDG to meetings, visits and other engagements as and when required, and ensure adequate research and briefing to facilitate meeting of the DDG's obligations. Promote sound financial management within the area of responsibility in as far as budgeting and expenditure for the office of the DDG is concerned. Promote efficient and effective service delivery to clients, and maintain confidentiality as required. Develop, manage and maintain efficient linkages between the office of the Branch Manager and all internal and external departmental stakeholders.

ENQUIRIES

: Mr. J Mkhwanazi Tel: (013) 766 0992

NOTE

: Appointment will be subject to competency assessment. Shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job. 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.

POST 12/114

: **ENGINEER PRODUCTION GRADE A (ELECTRICAL): PROJECTS IMPLEMENTATION A3/014**

SALARY

: R879 342 per. annum. (An all-inclusive remuneration package) The package can be structured according to the individual's personal needs. Appointment will be subject to competency assessment.

CENTRE REQUIREMENTS

: Head Office, Mbombela
 : Degree in Engineering. Registration with ECSA as a Professional Engineer. Registered as a Professional Engineer with ECSA. (Civil/structural engineer or Electrical or Mechanical Engineer). Three years' relevant post-qualification (after completing qualification) experience. Computer literate. Decision making-, analytical-, planning-, and problem-solving skills. Valid driver's license. 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.

DUTIES

: Assist to manage the delivery of the infrastructure-built environment programmes and projects in line with the Provincial Infrastructure Delivery Management System [IDMS]. Prepare the construction procurement strategy and the Infrastructure Programme Management Plan. Prepare and/or approve Packages/Individual Project Briefs. Participate in the procurement of Professional Service Providers and Contractors. Contribute to the review and acceptance of the Infrastructure Programme Implementation Plan. Monitor the implementation of Programmes/Projects. Approve Project Stage reports & designs. Manage the interface between the end-user/community structures and Implementing Agent[s].

ENQUIRIES

: Mr. K Mathebula Tel: (013) 766 5408

POST 12/115 : **ASSISTANT DIRECTOR: ECD CENTRES A3/047**

SALARY : R468 459 per annum
CENTRE : Head Office, Mbombela
REQUIREMENTS : National Diploma (NQF6) as recognised by SAQA in Public Management or equivalent qualification. Minimum of 3 years' relevant experience in the related field. Competencies: In depth knowledge of the legislation, policies and practices. Strong policy development and analytical skills. Good presentation skills. Planning and organising skills. Ability to meet deadlines. Excellent interpersonal-, written and verbal communication skills. Report writing skills. Good computer user knowledge and experience is essential. Valid driver's license. 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.

DUTIES : Implementation of policy, programmes and systems regarding Early Childhood Development (ECD) Centres, as well as the provision of Early Childhood Education. Ensure the implementation of national/provincial policies as specified by legislation and/or other policy directives. Ensure the optimum utilisation of resources via the establishment of timetables in accordance with prescribed work loads, job descriptions, work plan, attendance registers etc. Promote a culture of efficiency and quality. Grant approval on applications for registration, de-registration, conditional registration and renewal of certificates for ECD Centre's. Reject or disapprove applications for registration, de-registration, conditional registration and renewal of certificates for ECD Centre's. Handle appeals in cases where the applications for registration, de-registration, conditional registration and renewal of certificates for ECD Centre's have been declined, disapproved or rejected. Verify applications in terms of laid down qualification requirements and certify to the effect that applicant meets the minimum requirements. Establish and maintain up-to-date database on existing ECD Centre's and their current status. Allocate funding in line with budget and audit financial records of registered ECD Centre's. Ensure Liaise with Provincial Treasury on budget allocated for implementation of the ECD program. Negotiate with National DBE on salaries/allowances to be paid to ECD Practitioners. Manage the distribution of conditional grant and ensure appropriate use thereof. Provide logistical support services for meetings.

ENQUIRIES : Mr. EK Siwela Tel: (013) 766 5922

POST 12/116 : **ASSISTANT DIRECTOR: NUTRITION PROGRAMMES A3/048**

SALARY : R468 459 per annum
CENTRE : Head Office Mbombela
REQUIREMENTS : National Diploma (NQF6) as recognised by SAQA in Public Management or equivalent qualification related to the field. Minimum of 3 years' relevant experience. Planning and organising skills. Ability to meet deadlines. Strong interpersonal-, written and verbal communication skills. Report writing skills. Computer literacy is essential. Valid driver's license. 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.

DUTIES : Support the provincial Co-ordinator in regard of the planning, management and monitoring of the implementation of the school nutrition programme, food security, poverty alleviation and sustainable food production. Develop and maintain policies and interventions regarding nutrition and food security. Foster relations between the respective communities, learners and the private sector and assess the impact that these programmes have on these units. Develop systems that would assure quality regarding the implementation of the mentioned programmes. Administer, control and monitor grants allocated to the various programmes. Maintain a database and information system. Maintain a sound financial and provisioning system. Analyse reports from districts and table recommendations to Management. Prepare management information and reports.

ENQUIRIES : Mr. SS Maluleke Tel: (013) 766 5852

POST 12/117 : **CLINICAL NURSE PRACT GR 1: SEN SCHOOL / BOARDING SCHOOL A3/049**

SALARY : R476 367 per annum
CENTRE : Hoërskool Vaalrivier (MID), Standerton
REQUIREMENTS :

A Diploma/Degree in nursing or equivalent qualification as well as a post basic qualification with a duration of at least 1 year in curative skills in Primary Health Care accredited with the SANC. Registration with the SANC as Professional Nurse. Knowledge of relevant legal requirements for nursing. Sufficient credible experience. Knowledge of Education White Paper 6 on Inclusive Education. A PHC qualification will serve as an added advantage. Computer literacy. A valid driver's license. 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.

DUTIES : Identify and monitor health care needs of learners. Accompany and arrange medical treatment for learners. Render day to day nursing care services. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by health facilities. Display a concern for learners, promote and advocate proper support. Facilitate a wide range of medical care for short-, medium- and long term medical needs of learners.

ENQUIRIES : Mr MP Nkosi, Tel (017) 801 5077, Ms G Motau, Tel (017) 801 5097

POST 12/118 : **CLINICAL NURSE PRACT GR 1: SEN SCHOOL / BOARDING SCHOOL A3/050**

SALARY : R476 367 per annum
CENTRE : Jim van Tonder Special School (MID), Bethal
REQUIREMENTS :

A Diploma/Degree in nursing or equivalent qualification as well as a post basic qualification with a duration of at least 1 year in curative skills in Primary Health Care accredited with the SANC. Registration with the SANC as Professional Nurse. Knowledge of relevant legal requirements for nursing. Sufficient credible experience. Knowledge of Education White Paper 6 on Inclusive Education. A PHC qualification will serve as an added advantage. Computer literacy. A valid driver's license. 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.

DUTIES : Identify and monitor health care needs of learners. Accompany and arrange medical treatment for learners. Render day to day nursing care services. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by health facilities. Display a concern for learners, promote and advocate proper support. Facilitate a wide range of medical care for short-, medium- and long term medical needs of learners.

ENQUIRIES : Mr MP Nkosi, Tel (017) 801 5077, Ms G Motau, Tel (017) 801 5097

POST 12/119 : **CLINICAL NURSE PRACT GR 1: SEN SCHOOL / BOARDING SCHOOL A3/051**

SALARY : R476 367 per annum
CENTRE : Marietjie Special School (SID), Secunda
REQUIREMENTS :

A Diploma/Degree in nursing or equivalent qualification as well as a post basic qualification with a duration of at least 1 year in curative skills in Primary Health Care accredited with the SANC. Registration with the SANC as Professional Nurse. Knowledge of relevant legal requirements for nursing. Sufficient credible experience. Knowledge of Education White Paper 6 on Inclusive Education. A PHC qualification will serve as an added advantage. Computer literacy. A valid driver's license. 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.

DUTIES : Identify and monitor health care needs of learners. Accompany and arrange medical treatment for learners. Render day to day nursing care services. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by health facilities. Display a concern for learners, promote and advocate proper support. Facilitate a wide range of medical care for short-, medium- and long term medical needs of learners.

ENQUIRIES : Mr MP Nkosi, Tel (017) 801 5077, Ms G Motau, Tel (017) 801 5097

POST 12/120 : **CLINICAL NURSE PRACT GR 1: SEN SCHOOL / BOARDING SCHOOL A3/052**

SALARY CENTRE REQUIREMENTS : R476 367 per. annum
 : Osizweni Special School (SID), Leslie
 : A Diploma/Degree in nursing or equivalent qualification as well as a post basic qualification with a duration of at least 1 year in curative skills in Primary Health Care accredited with the SANC. Registration with the SANC as Professional Nurse. Knowledge of relevant legal requirements for nursing. Sufficient credible experience. Knowledge of Education White Paper 6 on Inclusive Education. A PHC qualification will serve as an added advantage. Computer literacy. A valid driver's license. 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.

DUTIES : Identify and monitor health care needs of learners. Accompany and arrange medical treatment for learners. Render day to day nursing care services. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by health facilities. Display a concern for learners, promote and advocate proper support. Facilitate a wide range of medical care for short-, medium- and long term medical needs of learners.

ENQUIRIES : Mr MP Nkosi, Tel (017) 801 5077, Ms G Motau, Tel (017) 801 5097

POST 12/121 : **CLINICAL NURSE PRACT GR 1: SEN SCHOOL / BOARDING SCHOOL A3/053**

SALARY CENTRE REQUIREMENTS : R476 367 per.annum
 : Mantjedi Special School (SID), Pankop Hammanskraal
 : A Diploma/Degree in nursing or equivalent qualification as well as a post basic qualification with a duration of at least 1 year in curative skills in Primary Health Care accredited with the SANC. Registration with the SANC as Professional Nurse. Knowledge of relevant legal requirements for nursing. Sufficient credible experience. Knowledge of Education White Paper 6 on Inclusive Education. A PHC qualification will serve as an added advantage. Computer literacy. A valid driver's license. 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.

DUTIES : Identify and monitor health care needs of learners. Accompany and arrange medical treatment for learners. Render day to day nursing care services. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by health facilities. Display a concern for learners, promote and advocate proper support. Facilitate a wide range of medical care for short-, medium- and long term medical needs of learners.

ENQUIRIES : Ms M Masilela, Tel (013) 947 1816 / Ms LS Malatjie, Tel (013) 947 1725

POST 12/122 : **CLINICAL NURSE PRACT GR 1: SEN SCHOOL / BOARDING SCHOOL A3/054**

SALARY CENTRE REQUIREMENTS : R476 367 per annum
 : Masinakane Special School (SID), Mbibane
 : A Diploma/Degree in nursing or equivalent qualification as well as a post basic qualification with a duration of at least 1 year in curative skills in Primary Health Care accredited with the SANC. Registration with the SANC as Professional Nurse. Knowledge of relevant legal requirements for nursing. Sufficient credible experience. Knowledge of Education White Paper 6 on Inclusive Education. A PHC qualification will serve as an added advantage. Computer literacy. A valid driver's license. 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.

DUTIES : Identify and monitor health care needs of learners. Accompany and arrange medical treatment for learners. Render day to day nursing care services. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by health facilities. Display a concern for

		learners, promote and advocate proper support. Facilitate a wide range of medical care for short-, medium- and long term medical needs of learners.
<u>ENQUIRIES</u>	:	Ms M Masilela, Tel (013) 947 1816 / Ms LS Malatjie, Tel (013) 947 1725
<u>POST 12/123</u>	:	<u>CLINICAL NURSE PRACT GR 1: SEN SCHOOL / BOARDING SCHOOL A3/055</u>
<u>SALARY</u>	:	R476 367 per annum
<u>CENTRE</u>	:	Platorand Special School (MID), Belfast
<u>REQUIREMENTS</u>	:	A Diploma/Degree in nursing or equivalent qualification as well as a post basic qualification with a duration of at least 1 year in curative skills in Primary Health Care accredited with the SANC. Registration with the SANC as Professional Nurse. Knowledge of relevant legal requirements for nursing. Sufficient credible experience. Knowledge of Education White Paper 6 on Inclusive Education. A PHC qualification will serve as an added advantage. Computer literacy. A valid driver's license. 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.
<u>DUTIES</u>	:	Identify and monitor health care needs of learners. Accompany and arrange medical treatment for learners. Render day to day nursing care services. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by health facilities. Display a concern for learners, promote and advocate proper support. Facilitate a wide range of medical care for short-, medium- and long term medical needs of learners.
<u>ENQUIRIES</u>	:	Ms M Masilela, Tel (013) 947 1816 / Ms LS Malatjie, Tel (013) 947 1725
<u>POST 12/124</u>	:	<u>CLINICAL NURSE PRACT GR 1: SEN SCHOOL / BOARDING SCHOOL A3/056</u>
<u>SALARY</u>	:	R476 367 per annum
<u>CENTRE</u>	:	Thanduxolo Special School (SID), Emalahleni
<u>REQUIREMENTS</u>	:	A Diploma/Degree in nursing or equivalent qualification as well as a post basic qualification with a duration of at least 1 year in curative skills in Primary Health Care accredited with the SANC. Registration with the SANC as Professional Nurse. Knowledge of relevant legal requirements for nursing. Sufficient credible experience. Knowledge of Education White Paper 6 on Inclusive Education. A PHC qualification will serve as an added advantage. Computer literacy. A valid driver's license. 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.
<u>DUTIES</u>	:	Identify and monitor health care needs of learners. Accompany and arrange medical treatment for learners. Render day to day nursing care services. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by health facilities. Display a concern for learners, promote and advocate proper support. Facilitate a wide range of medical care for short-, medium- and long term medical needs of learners.
<u>ENQUIRIES</u>	:	Ms M Masilela, Tel (013) 947 1816 / Ms LS Malatjie, Tel (013) 947 1725
<u>POST 12/125</u>	:	<u>CLINICAL NURSE PRACT GR 1: SEN SCHOOL / BOARDING SCHOOL A3/057</u>
<u>SALARY</u>	:	R476 367 per annum
<u>CENTRE</u>	:	WH De Klerk Special School (MID), Emalahleni
<u>REQUIREMENTS</u>	:	A Diploma/Degree in nursing or equivalent qualification as well as a post basic qualification with a duration of at least 1 year in curative skills in Primary Health Care accredited with the SANC. Registration with the SANC as Professional Nurse. Knowledge of relevant legal requirements for nursing. Sufficient credible experience. Knowledge of Education White Paper 6 on Inclusive Education. A PHC qualification will serve as an added advantage. Computer literacy. A valid driver's license. 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.
<u>DUTIES</u>	:	Identify and monitor health care needs of learners. Accompany and arrange medical treatment for learners. Render day to day nursing care services.

		Promote quality of nursing care as directed by the professional scope of practice and standards as determined by health facilities. Display a concern for learners, promote and advocate proper support. Facilitate a wide range of medical care for short-, medium- and long term medical needs of learners.
<u>ENQUIRIES</u>	:	Ms M Masilela, Tel (013) 947 1816 / Ms LS Malatjie, Tel (013) 947 1725
<u>POST 12/126</u>	:	<u>CLINICAL NURSE PRACT GR 1: SEN SCHOOL / BOARDING SCHOOL A3/058</u>
<u>SALARY</u>	:	R476 367 per annum
<u>CENTRE</u>	:	Wolvenkop Special School (SID), Bronkhorstspuit
<u>REQUIREMENTS</u>	:	A Diploma/Degree in nursing or equivalent qualification as well as a post basic qualification with a duration of at least 1 year in curative skills in Primary Health Care accredited with the SANC. Registration with the SANC as Professional Nurse. Knowledge of relevant legal requirements for nursing. Sufficient credible experience. Knowledge of Education White Paper 6 on Inclusive Education. A PHC qualification will serve as an added advantage. Computer literacy. A valid driver's license. 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.
<u>DUTIES</u>	:	Identify and monitor health care needs of learners. Accompany and arrange medical treatment for learners. Render day to day nursing care services. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by health facilities. Display a concern for learners, promote and advocate proper support. Facilitate a wide range of medical care for short-, medium- and long term medical needs of learners.
<u>ENQUIRIES</u>	:	Ms M Masilela, Tel (013) 947 1816 / Ms LS Malatjie, Tel (013) 947 1725
<u>POST 12/127</u>	:	<u>CLINICAL NURSE PRACT GR 1: SEN SCHOOL / BOARDING SCHOOL A3/059</u>
<u>SALARY</u>	:	R476 367 per annum
<u>CENTRE</u>	:	Silindokuhle Special School (SID), Mangweni, Kwalugedlane
<u>REQUIREMENTS</u>	:	A Diploma/Degree in nursing or equivalent qualification as well as a post basic qualification with a duration of at least 1 year in curative skills in Primary Health Care accredited with the SANC. Registration with the SANC as Professional Nurse. Knowledge of relevant legal requirements for nursing. Sufficient credible experience. Knowledge of Education White Paper 6 on Inclusive Education. A PHC qualification will serve as an added advantage. Computer literacy. A valid driver's license. 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.
<u>DUTIES</u>	:	Identify and monitor health care needs of learners. Accompany and arrange medical treatment for learners. Render day to day nursing care services. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by health facilities. Display a concern for learners, promote and advocate proper support. Facilitate a wide range of medical care for short-, medium- and long term medical needs of learners.
<u>ENQUIRIES</u>	:	Ms JT Dlamini, Tel (013) 766 0508
<u>POST 12/128</u>	:	<u>CLINICAL NURSE PRACT GR 1: SEN SCHOOL / BOARDING SCHOOL A3/060</u>
<u>SALARY</u>	:	R476 367 per annum
<u>CENTRE</u>	:	Kamagugu Inclusive School (SID), Kamagugu, Mbombela
<u>REQUIREMENTS</u>	:	A Diploma/Degree in nursing or equivalent qualification as well as a post basic qualification with a duration of at least 1 year in curative skills in Primary Health Care accredited with the SANC. Registration with the SANC as Professional Nurse. Knowledge of relevant legal requirements for nursing. Sufficient credible experience. Knowledge of Education White Paper 6 on Inclusive Education. A PHC qualification will serve as an added advantage. Computer literacy. A valid driver's license. 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.

<u>DUTIES</u>	:	Identify and monitor health care needs of learners. Accompany and arrange medical treatment for learners. Render day to day nursing care services. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by health facilities. Display a concern for learners, promote and advocate proper support. Facilitate a wide range of medical care for short-, medium- and long term medical needs of learners.
<u>ENQUIRIES</u>	:	Ms JT Dlamini, Tel (013) 766 0508
<u>POST 12/129</u>	:	<u>CLINICAL NURSE PRACT GR 1: SEN SCHOOL / BOARDING SCHOOL A3/061</u>
<u>SALARY</u>	:	R476 367 per annum
<u>CENTRE</u>	:	Estralita Special School (SID), Mashishing
<u>REQUIREMENTS</u>	:	A Diploma/Degree in nursing or equivalent qualification as well as a post basic qualification with a duration of at least 1 year in curative skills in Primary Health Care accredited with the SANC. Registration with the SANC as Professional Nurse. Knowledge of relevant legal requirements for nursing. Sufficient credible experience. Knowledge of Education White Paper 6 on Inclusive Education. A PHC qualification will serve as an added advantage. Computer literacy. A valid driver's license. 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.
<u>DUTIES</u>	:	Identify and monitor health care needs of learners. Accompany and arrange medical treatment for learners. Render day to day nursing care services. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by health facilities. Display a concern for learners, promote and advocate proper support. Facilitate a wide range of medical care for short-, medium- and long term medical needs of learners.
<u>ENQUIRIES</u>	:	Mr T Magoane, Tel (013) 766 7410
<u>POST 12/130</u>	:	<u>SOCIAL WORK SUPERVISOR GR 1: ECD CENTRES A3/063</u>
<u>SALARY</u>	:	R397 119 per annum
<u>CENTRE</u>	:	Head Office, Mbombela
<u>REQUIREMENTS</u>	:	A recognized Bachelors Degree in social work. Seven years appropriate experience in social work after registration as Social Worker. Registration with the South African Council for Social Service Professions. In-depth knowledge of psycho-social interventions, Education White Paper 6 on Inclusive Education as well as diverse barriers to learning and development. Computer literacy. A valid driver's license. 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.
<u>DUTIES</u>	:	Administer grant approval on applications for registration, de-registration, conditional registration and renewal of certificates for ECD Centre's. Reject or disapprove applications for registration, de-registration, conditional registration and renewal of certificates for ECD Centre's. Handle appeals in cases where the applications for registration, de-registration, conditional registration and renewal of certificates for ECD Centre's have been declined, disapproved or rejected. Verify applications in terms of laid down qualification requirements and certify to the effect that applicant meets the minimum requirements. Establish and maintain up-to-date database on existing ECD Centre's and their current status.
<u>ENQUIRIES</u>	:	Mr. EK Siwela Tel: (013) 766 5922
<u>POST 12/131</u>	:	<u>SENIOR ADMIN OFFICER: NUTRITION PROGRAMMES A3/064</u>
<u>SALARY</u>	:	R397 116 per annum
<u>CENTRE</u>	:	Head Office, Mbombela
<u>REQUIREMENTS</u>	:	An appropriate National Diploma (NQF6) as recognised by SAQA or equivalent qualification in the field plus two years sufficient credible experience. Competencies: Excellent administration, organisational and financial management skills. Good interpersonal, verbal and written communication skills. Credible management skills and experience. Strong ability to analyse, interpret and draft policies. Proven computer literacy. Valid driver's license. 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.
<u>DUTIES</u>	:	Manage and co-ordinate all administration services in regard of the school nutrition programme, food security and poverty alleviation. Administer, control and monitor grants allocated to the various programmes. Maintain database(s) and information system. Maintain a sound financial and provisioning system. Prepare management information and reports.
<u>ENQUIRIES</u>	:	Mr. SS Maluleke Tel: (013) 766 5852
<u>POST 12/132</u>	:	<u>NUTRITION MONITOR: NUTRITION PROGRAMMES A3/065</u>
<u>SALARY</u>	:	R325 101 per annum
<u>CENTRE</u>	:	Gert Sibande District Office, Ermelo
<u>REQUIREMENTS</u>	:	An appropriate National Diploma (NQF6) as recognised by SAQA or equivalent qualification in the field plus two years sufficient credible experience. Competencies: Knowledge of the set policies, legislation and operations related to the school nutrition programme. Committed customer and service orientation. Proven typing skills. Planning and organising skills. Ability to meet deadlines. Strong interpersonal-, accounting and quality auditing skills. Well developed written and verbal communication skills. Strong presentation- and report writing skills. Good numerical and problem solving skills. Ability to work independently. Valid driver's license. Willingness to travel extensively. Computer literacy is essential. 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.
<u>DUTIES</u>	:	Oversee the delivery/rendering of services regarding the school nutrition programme. Execute quality control regarding the products and service provided for school nutrition. Measure progress in relation to carefully defined milestones. Report unsatisfactory performance and take corrective steps where necessary. Develop, maintain and monitor a school feeding register. Report irregular use of resources. Represent the Department effectively in all aspects of the school nutrition programme. Ensure the promotion of healthy relationships between the suppliers of services and products on the one hand and the employees and consumers on the other. Cultivate a culture of awareness amongst the various communities in regard of the school nutrition programme. Design and implement interventions aimed at ensuring the sustainability of the school nutrition programme. Compile monthly reports providing the required statistics and the expenditure incurred, for record keeping purposes.
<u>ENQUIRIES</u>	:	Mr MP Nkosi, Tel (017) 801 5077, Ms G Motau, Tel (017) 801 5097
<u>POST 12/133</u>	:	<u>NUTRITION MONITOR: NUTRITION PROGRAMMES A3/066</u>
<u>SALARY</u>	:	R325 101 per annum
<u>CENTRE</u>	:	Gert Sibande District Office, Ermelo
<u>REQUIREMENTS</u>	:	An appropriate National Diploma (NQF6) as recognised by SAQA or equivalent qualification in the field plus two years sufficient credible experience. Competencies: Knowledge of the set policies, legislation and operations related to the school nutrition programme. Committed customer and service orientation. Proven typing skills. Planning and organising skills. Ability to meet deadlines. Strong interpersonal-, accounting and quality auditing skills. Well developed written and verbal communication skills. Strong presentation- and report writing skills. Good numerical and problem solving skills. Ability to work independently. Valid driver's license. Willingness to travel extensively. Computer literacy is essential. 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.
<u>DUTIES</u>	:	Oversee the delivery/rendering of services regarding the school nutrition programme. Execute quality control regarding the products and service provided for school nutrition. Measure progress in relation to carefully defined milestones. Report unsatisfactory performance and take corrective steps where necessary. Develop, maintain and monitor a school feeding register. Report irregular use of resources. Represent the Department effectively in all aspects of the school nutrition programme. Ensure the promotion of healthy

relationships between the suppliers of services and products on the one hand and the employees and consumers on the other. Cultivate a culture of awareness amongst the various communities in regard of the school nutrition programme. Design and implement interventions aimed at ensuring the sustainability of the school nutrition programme. Compile monthly reports providing the required statistics and the expenditure incurred, for record keeping purposes.

ENQUIRIES : Mr MP Nkosi, Tel (017) 801 5077, Ms G Motau, Tel (017) 801 5097

POST 12/134 : **NUTRITION MONITOR: NUTRITION PROGRAMMES A3/067**

SALARY : R325 101 per annum
CENTRE : Nkangala District Office, KwaMhlanga
REQUIREMENTS : An appropriate National Diploma (NQF6) as recognised by SAQA or equivalent qualification in the field plus two years sufficient credible experience. Competencies: Knowledge of the set policies, legislation and operations related to the school nutrition programme. Committed customer and service orientation. Proven typing skills. Planning and organising skills. Ability to meet deadlines. Strong interpersonal-, accounting and quality auditing skills. Well developed written and verbal communication skills. Strong presentation- and report writing skills. Good numerical and problem solving skills. Ability to work independently. Valid driver's license. Willingness to travel extensively. Computer literacy is essential. 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.

DUTIES : Oversee the delivery/rendering of services regarding the school nutrition programme. Execute quality control regarding the products and service provided for school nutrition. Measure progress in relation to carefully defined milestones. Report unsatisfactory performance and take corrective steps where necessary. Develop, maintain and monitor a school feeding register. Report irregular use of resources. Represent the Department effectively in all aspects of the school nutrition programme. Ensure the promotion of healthy relationships between the suppliers of services and products on the one hand and the employees and consumers on the other. Cultivate a culture of awareness amongst the various communities in regard of the school nutrition programme. Design and implement interventions aimed at ensuring the sustainability of the school nutrition programme. Compile monthly reports providing the required statistics and the expenditure incurred, for record keeping purposes.

ENQUIRIES : Ms M Masilela, Tel (013) 947 1816 / Ms LS Malatjie, Tel (013) 947 1725

POST 12/135 : **NUTRITION MONITOR: NUTRITION PROGRAMMES A3/068**

SALARY : R325 101 per annum
CENTRE : Nkangala District Office, KwaMhlanga
REQUIREMENTS : An appropriate National Diploma (NQF6) as recognised by SAQA or equivalent qualification in the field plus two years sufficient credible experience. Competencies: Knowledge of the set policies, legislation and operations related to the school nutrition programme. Committed customer and service orientation. Proven typing skills. Planning and organising skills. Ability to meet deadlines. Strong interpersonal-, accounting and quality auditing skills. Well developed written and verbal communication skills. Strong presentation- and report writing skills. Good numerical and problem solving skills. Ability to work independently. Valid driver's license. Willingness to travel extensively. Computer literacy is essential. 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.

DUTIES : Oversee the delivery/rendering of services regarding the school nutrition programme. Execute quality control regarding the products and service provided for school nutrition. Measure progress in relation to carefully defined milestones. Report unsatisfactory performance and take corrective steps where necessary. Develop, maintain and monitor a school feeding register. Report irregular use of resources. Represent the Department effectively in all aspects of the school nutrition programme. Ensure the promotion of healthy relationships between the suppliers of services and products on the one hand

and the employees and consumers on the other. Cultivate a culture of awareness amongst the various communities in regard of the school nutrition programme. Design and implement interventions aimed at ensuring the sustainability of the school nutrition programme. Compile monthly reports providing the required statistics and the expenditure incurred, for record keeping purposes.

ENQUIRIES : Ms M Masilela, Tel (013) 947 1816 / Ms LS Malatjie, Tel (013) 947 1725

POST 12/136 : **NUTRITION MONITOR: NUTRITION PROGRAMMES A3/069**

SALARY : R325 101 per annum
CENTRE : Ehlanzeni District Office, Kanyamazane
REQUIREMENTS : An appropriate National Diploma (NQF6) as recognised by SAQA or equivalent qualification in the field plus two years sufficient credible experience. Competencies: Knowledge of the set policies, legislation and operations related to the school nutrition programme. Committed customer and service orientation. Proven typing skills. Planning and organising skills. Ability to meet deadlines. Strong interpersonal-, accounting and quality auditing skills. Well developed written and verbal communication skills. Strong presentation- and report writing skills. Good numerical and problem solving skills. Ability to work independently. Valid driver's license. Willingness to travel extensively. Computer literacy is essential. 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.

DUTIES : Oversee the delivery/rendering of services regarding the school nutrition programme. Execute quality control regarding the products and service provided for school nutrition. Measure progress in relation to carefully defined milestones. Report unsatisfactory performance and take corrective steps where necessary. Develop, maintain and monitor a school feeding register. Report irregular use of resources. Represent the Department effectively in all aspects of the school nutrition programme. Ensure the promotion of healthy relationships between the suppliers of services and products on the one hand and the employees and consumers on the other. Cultivate a culture of awareness amongst the various communities in regard of the school nutrition programme. Design and implement interventions aimed at ensuring the sustainability of the school nutrition programme. Compile monthly reports providing the required statistics and the expenditure incurred, for record keeping purposes.

ENQUIRIES : Ms JT Dlamini, Tel (013) 766 0508

POST 12/137 : **NUTRITION MONITOR: NUTRITION PROGRAMMES A3/070**

SALARY : R325 101 per annum
CENTRE : Bohlabela District Office, Bushbuckridge
REQUIREMENTS : An appropriate National Diploma (NQF6) as recognised by SAQA or equivalent qualification in the field plus two years sufficient credible experience. Competencies: Knowledge of the set policies, legislation and operations related to the school nutrition programme. Committed customer and service orientation. Proven typing skills. Planning and organising skills. Ability to meet deadlines. Strong interpersonal-, accounting and quality auditing skills. Well developed written and verbal communication skills. Strong presentation- and report writing skills. Good numerical and problem solving skills. Ability to work independently. Valid driver's license. Willingness to travel extensively. Computer literacy is essential. 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.

DUTIES : Oversee the delivery/rendering of services regarding the school nutrition programme. Execute quality control regarding the products and service provided for school nutrition. Measure progress in relation to carefully defined milestones. Report unsatisfactory performance and take corrective steps where necessary. Develop, maintain and monitor a school feeding register. Report irregular use of resources. Represent the Department effectively in all aspects of the school nutrition programme. Ensure the promotion of healthy relationships between the suppliers of services and products on the one hand and the employees and consumers on the other. Cultivate a culture of

awareness amongst the various communities in regard of the school nutrition programme. Design and implement interventions aimed at ensuring the sustainability of the school nutrition programme. Compile monthly reports providing the required statistics and the expenditure incurred, for record keeping purposes.

ENQUIRIES : Mr TZ Magoane, Tel (013) 766 7410

POST 12/138 : **NUTRITION MONITOR: NUTRITION PROGRAMMES A3/071**

SALARY : R325 101 per annum
CENTRE : Bohlabela District Office, Bushbuckridge
REQUIREMENTS : An appropriate National Diploma (NQF6) as recognised by SAQA or equivalent qualification in the field plus two years sufficient credible experience. Competencies: Knowledge of the set policies, legislation and operations related to the school nutrition programme. Committed customer and service orientation. Proven typing skills. Planning and organising skills. Ability to meet deadlines. Strong interpersonal-, accounting and quality auditing skills. Well developed written and verbal communication skills. Strong presentation- and report writing skills. Good numerical and problem solving skills. Ability to work independently. Valid driver's license. Willingness to travel extensively. Computer literacy is essential. 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

DUTIES : Oversee the delivery/rendering of services regarding the school nutrition programme. Execute quality control regarding the products and service provided for school nutrition. Measure progress in relation to carefully defined milestones. Report unsatisfactory performance and take corrective steps where necessary. Develop, maintain and monitor a school feeding register. Report irregular use of resources. Represent the Department effectively in all aspects of the school nutrition programme. Ensure the promotion of healthy relationships between the suppliers of services and products on the one hand and the employees and consumers on the other. Cultivate a culture of awareness amongst the various communities in regard of the school nutrition programme. Design and implement interventions aimed at ensuring the sustainability of the school nutrition programme. Compile monthly reports providing the required statistics and the expenditure incurred, for record keeping purposes.

ENQUIRIES : Mr TZ Magoane, Tel (013) 766 7410

POST 12/139 : **NUTRITION MONITOR: NUTRITION PROGRAMMES A3/072**

SALARY : R325 101 per annum
CENTRE : Bohlabela District Office, Bushbuckridge
REQUIREMENTS : An appropriate National Diploma (NQF6) as recognised by SAQA or equivalent qualification in the field plus two years sufficient credible experience. Competencies: Knowledge of the set policies, legislation and operations related to the school nutrition programme. Committed customer and service orientation. Proven typing skills. Planning and organising skills. Ability to meet deadlines. Strong interpersonal-, accounting and quality auditing skills. Well-developed written and verbal communication skills. Strong presentation- and report writing skills. Good numerical and problem-solving skills. Ability to work independently. Valid driver's license. Willingness to travel extensively. Computer literacy is essential. 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.

DUTIES : Oversee the delivery/rendering of services regarding the school nutrition programme. Execute quality control regarding the products and service provided for school nutrition. Measure progress in relation to carefully defined milestones. Report unsatisfactory performance and take corrective steps where necessary. Develop, maintain and monitor a school feeding register. Report irregular use of resources. Represent the Department effectively in all aspects of the school nutrition programme. Ensure the promotion of healthy relationships between the suppliers of services and products on the one hand and the employees and consumers on the other. Cultivate a culture of awareness amongst the various communities in regard of the school nutrition

programme. Design and implement interventions aimed at ensuring the sustainability of the school nutrition programme. Compile monthly reports providing the required statistics and the expenditure incurred, for record keeping purposes.

ENQUIRIES : Mr TZ Magoane, Tel (013) 766 7410

POST 12/140 : **PERSONAL ASSISTANT: CURRICULUM BRANCH MANAGER'S OFFICE A3/073**

SALARY : R325 101 per annum
CENTRE : Head Office, Mbombela
REQUIREMENTS : National Diploma (NQF6) as recognised by SAQA in Public Management/Business Management or equivalent qualification related to the field. Minimum of 2 years' relevant experience. Competencies: Excellent computer skills. Good typing skills. Administrative and organisational skills. Sound interpersonal relations. Language proficiency (both verbal and written). Ability to work independently. 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.

DUTIES : Ensure the smooth running of the Senior Manager's office. Keep the Senior Manager's diary and deal with phone calls. Provide administrative and logistical support to the Senior Manager in question. Provide support in the management of the budget and monthly cash flow statements. Provide general office support, including creating and managing a register of incoming and outgoing documents, creating and managing a filing and tracking system, convening and providing support at meetings and workshops, drafting letters, minutes and memos as required, ordering equipment and stationery, and arranging travel and accommodation whenever required. Ensure office and documents security in terms of the Minimum Information Security Standards (MISS). Deal with queries on different aspects of the work of the Senior Manager's office. Understand applicable prescripts, policies and procedures of the work environment to ensure efficient and effective support to the Senior Manager.

ENQUIRIES : Mr. J Mkhwanazi Tel: (013) 766 0992

POST 12/141 : **HOUSEHOLD AID: SCHOOL JOURNEY SERVICES A3/074**

SALARY : R138 486 per annum
CENTRE : Head Office, Mbombela
REQUIREMENTS : No formal qualification is required for this position, but appropriate work experience and/or knowledge in regard of the core duties may serve as a recommendation. Literacy may be an advantage. Competencies: Basic knowledge of the functionality, capabilities and limitations of relevant cleaning equipment, materials, methods and application. Ability to utilize a limited range of basic cleaning equipment, methods and materials to keep specific work areas clean and tidy. The ability, health and energy to perform strenuous tasks that require hard physical labour. Routine problem-solving skills. Routine planning and organising skills. Good initiative. Adaptability to working conditions. Thoroughness, honesty, integrity and the willingness to work hard, coupled with work pride. Appropriate communication skills. Sound interpersonal relations. Ability to work in a team. Ability to work under pressure. 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.

DUTIES : Clean buildings, facilities and other institutional structures as required.

ENQUIRIES : Ms. PN Mbatha Tel: (013) 766 5844

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.

CLOSING DATE : 24 April 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 posts were posted in the Public Service Vacancy Circular 10 of 2026 dated 20 March 2026, the posts of Assistant Director: Environmental Health Grade 1 (Bushbuckridge Sub-district (Malaria Control Programme) with Ref. No.: MPDoH/Mar/26/1238 and Occupational Therapist Grade 1: Mental Health NHI (Provincial Office, Mbombela (Nelspruit) with Ref. No.: MPDoH/Mar/26/1246 has been withdrawn.

OTHER POSTS

- POST 12/142** : **ASSISTANT DIRECTOR: THERAPEUTIC AND MEDICAL SUPPORT GRADE 1 REF NO: MPDoH/Apr/26/01**
(Re-Advertisement)
- SALARY** : R638 856 – R707 625 per annum
- CENTRE** : Ehlanzeni District Office, Mbombela (Nelspruit)
- REQUIREMENTS** : Senior Certificate / Grade 12 plus Diploma / Degree in Medical Technology in the category Clinical Pathology or Blood Transfusion that allows with the registration with the Health Professional Council of South Africa (HPCSA) (2026). A minimum of three (3) years appropriate experience in the relevant profession after registration with the Health Profession Council of South Africa (HPCSA) as independent practice (where applicable) of which five (5) years must be appropriate experience in Management. Knowledge of the Health Care Act, PFMA and its regulations, PPPFA, Public service Act and LRA. Good interpersonal skills and report writing skills. Skills in facilitation and project/ programme management. A valid driver's licence.
- DUTIES** : Provide necessary support to the district leadership in formulating appropriate local district policies and guidelines regarding economical, effective and efficient utilization of both Laboratory and Blood transfusion services. Liaise with key partners in establishing guidelines for quality institutional services. Establish reporting systems. Keep records and ensure standard adherence as part of Service Level Agreement management. Ensure the appropriate utilization of the Laboratory and Blood products by developing and implementing a continuous learning programme at all levels of care. Coordinate, audit and monitor the functionality of hospital transfusion and

		laboratory committees in the District. Advise the District hospitals on any Clinical Pathology and Blood transfusion related matters.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi (013) 766 3103 / Ms. Nomsa Maphanga (013) 766 3207 / Ms. Sebenzile Mthisi (013) 766 3339, Mr. Mxolisi Maseko (013) 766 3351, Mr. Samson Nyoni (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>APPLICATIONS</u>	:	Departmental Online Application System: www.mpuhealth.gov.za .
<u>POST 12/143</u>	:	<u>ASSISTANT DIRECTOR: ENVIRONMENTAL HEALTH GRADE 1 REF NO: MPDoH/Apr/26/02</u> (Re-Advertisement)
<u>SALARY CENTRE REQUIREMENTS</u>	:	R638 856 – R6707 625 per annum Bushbuckridge Sub-District (Malaria Control Programme) Senior Certificate / Grade 12 or equivalent qualification plus appropriate qualification that allows for the required registration with the Health Professional Council of South Africa (HPCSA) in Environmental Health / Public Health. A minimum of three (3) years appropriate experience in the relevant profession after registration Health Professional Council of South Africa (HPCSA) as independent practice (where applicable) of which five (5) years must be appropriate experience in management. Extensive experience in malaria control, disease surveillance, outbreak management, vector control activities, and clear demonstration of monitoring and evaluation. The ability to coordinate multi-disciplinary and sectoral activities. Good communication skills and Computer literacy. A valid driver's licence. Must be registered with the HPCSA as an Independent Environmental Health Practitioner. Must have strategic capability, Management, and leadership. Programme and project management skills. Financial management skills. Change and knowledge management skills. Problem-solving and analysis skills. People management and empowerment. Contract management skills. Able to work independently and under pressure. Understanding legislative frameworks and related policies in the health public sector and other prescripts.
<u>DUTIES</u>	:	Facilitate the implementation of National and Provincial policies and guidelines. Develop, implement, and monitor policies, guidelines, norms, and standards in line with the relevant World Health Organisation Integrated Vector Control management guidelines and National policies and regulations. Assist in Operational planning, microplanning and drafting of the business plan for the malaria programme. Plan and monitor the seasonal Indoor Residual Spraying Programme. Facilitate and support parasite and insecticide resistance to inform operations and as an early warning system for the region. Identify areas that are at risk of transmission due to the presence of vectors and parasites and continue monitoring in low-risk areas. Facilitate and monitor spray quality during the spray season. Plan and implement vector control logistics during the malaria season and outbreak, and for epidemic response. Plan for community engagement, health promotion, and malaria messaging. Asset management and Stock control of insecticides and management of information being captured on the Malaria Information System. Develop and implement methodologies, policies, systems, and procedures with particular reference to malaria vector research; identify gaps and develop appropriate interventions for malaria vector research needs; continuous professional development to keep abreast with new technologies and procedures; conduct applied research to generate information and knowledge aimed at developing appropriate technology to address malaria vectors and parasites; dissemination of information to different stakeholders.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi (013) 766 3103 / Ms. Nomsa Maphanga (013) 766 3207 / Ms. Sebenzile Mthisi (013) 766 3339, Mr. Mxolisi Maseko (013) 766 3351, Mr. Samson Nyoni (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>APPLICATIONS</u>	:	Departmental Online Application System: www.mpuhealth.gov.za .
<u>POST 12/144</u>	:	<u>OPERATIONAL MANAGER (PN-A5): GENERAL REF NO: MPDoH/Apr/26/03</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R549 192 - R629 121 per annum Witbank Hospital (Nkangala District) Senior Certificate / Grade 12 plus Basic qualification accredited with the South African Nursing Council in Terms of Government Notice 425, (i.e. Diploma /

		Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. A minimum of seven (7) years of appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing (2026). A Diploma / Degree in Nursing Administration and Management will be an added advantage. Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework such as Nursing Act, Health Act, Occupational Health and Safety Act, Patient Right Charter, Batho Pele Principles, Public Service Regulations and Labour Relations Act etc.
<u>DUTIES</u>	:	Coordination of optimal, holistic nursing care with set standards and within a Professional / legal framework. Manage effectively the supervision and utilization of resources. Provision of effective support to nursing services. Maintain professional growth / ethical standards and self-development. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele and patient centered Nursing care. Ensure clinical nursing practice by the nursing team in accordance with the scope of practice and nursing standards.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi (013) 766 3103 / Ms. Nomsa Maphanga (013) 766 3207 / Ms. Sebenzile Mthisi (013) 766 3339, Mr. Mxolisi Maseko (013) 766 3351, Mr. Samson Nyoni (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>APPLICATIONS</u>	:	Departmental Online Application System: www.mpuhealth.gov.za .
<u>POST 12/145</u>	:	<u>CLINICAL NURSE PRACTITIONER GRADE 2 (PN-B2): PHC REF. NO: MPDoH/Apr/26/04</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R583 989 – R723 954 per annum Mbombela Mobile (White River) (Ehlanzeni District) Senior Certificate / Grade 12 qualification or equivalent plus Basic qualification accredited with the SANC in terms of Government Notice R425 (i.e. Diploma / Degree in General Nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse and Midwifery (2026). Minimum of fourteen (14) years appropriate /recognizable experience in nursing after registration as a Professional Nurse with the SANC. At least ten (10) of the period referred to above must be appropriate / recognisable experience in the specific speciality after obtaining the 1-year post-basic qualification, with a duration of at least 1 year, accredited with the SANC in terms of Government Notice R212 specialty in Primary Health Care Science. Ability to function independently and to prioritize work. Leadership and sound interpersonal skills, problem solving and decision-making skills. Good supervisory and teaching skills.
<u>DUTIES</u>	:	Provision of optimal, holistic specialized nursing care with set standards and within a professional/legal framework. Provide comprehensive health care services in the Primary Health Care Unit. Ensure effective and efficient management of resources. Provide quality patient care, follow norms and standards. Participate in quality improvement programs. Supervise and implement patient care standards. Implement and practice nursing health care in accordance with the statutory laws governing the nursing profession, labor and health care. Implement constructive working relations with nurses and other stake holders. Ensure compliance of Infection Prevention and Control policies. Ensure that the equipment is functional and ready all the time. Ability to prioritize, coordinate activities of patient management according to protocols. Able to plan and organize your own work and that of support personnel to ensure proper nursing care. Participate in staff development and performance management. Report patient safety incidence, challenges and deficiencies within the unit. Work effectively, co-operatively amicably with people of diverse intellectual, cultural, racial or religious differences. Ensure adherence to Batho - Pele Principles and Patient's Right Charter.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi (013) 766 3103 / Ms. Nomsa Maphanga (013) 766 3207 / Ms. Sebenzile Mthisi (013) 766 3339, Mr. Mxolisi Maseko (013) 766 3351, Mr. Samson Nyoni (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>APPLICATIONS</u>	:	Departmental Online Application System: www.mpuhealth.gov.za .

POST 12/146 : **SESSIONAL MEDICAL OFFICER (20 SESSIONS) REF NO: MPDoH/Apr/26/09**

SALARY : Grade 1: R501 280 per annum
Grade 2: R572 000 per annum
Grade 3: R661 440 per annum

CENTRE : H A Grove Hospital (Nkangala District)
REQUIREMENTS : MBChB degree (qualification) that allows registration with the HPCSA as a Medical Practitioner (2026) (Independent Practice). A valid work permit will be required from non-South Africans. Sound knowledge of medical ethics. Multidisciplinary management and team work 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:** No experience required after registration with the HPCSA as Medical Practitioner (Independent Practice). Minimum of 1 year relevant experience after registration with a recognised Foreign Health Professions and / or the HPCSA as a Medical Practitioner (Independent Practice) for foreign qualified employees. **Grade 2:** A minimum of five (5) years' experience after registration with the HPCSA as Medical Practitioner (Independent Practice). A minimum of six (6) years relevant experience after registration with a recognised foreign health profession council and / or the HPCSA as a Medical Practitioner (Independent Practice) for foreign qualified employees. **Grade 3:** A minimum of ten (10) years' experience after registration with the HPCSA as Medical Practitioner (Independent Practice). A minimum of eleven (11) years relevant experience after registration with a recognised foreign health profession council and / or the HPCSA as a Medical Practitioner (Independent Practice) for foreign qualified employees. Knowledge, Skills, Training and Competences Required: Sound knowledge of medical ethics. Multidisciplinary management and team work and experience in the respective medical discipline. Sound clinical knowledge, competency and skills in general clinical domains. The ability to work under supervision as an efficient team member. Good communication, leadership, interpersonal, and supervisory skills. Ability to manage patients independently, diligently, responsibility and engage when necessary. Knowledge of current health policies, legislation, programmes and priorities within the domain. Ability to teach, guide and 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 : 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 programmes. Sound clinical knowledge with regard to medicine. Ability to deal with all medical emergencies. Knowledge of ethical medical practice. Assist with clinical audits actively participate in continuous professional development. Provide support to hospital management towards an efficient standard of patient care and services is maintained.

ENQUIRIES : Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Emmanuel Makokoropo (013) 766 3384 / Ms. Gugu Nkosi (013) 766 3103 / Ms. Nomsa Maphanga (013) 766 3207 / Ms. Sebenzile Mthisi (013) 766 3339, Mr. Mxolisi Maseko (013) 766 3351, Mr. Samson Nyoni (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

APPLICATIONS : Departmental Online Application System: www.mpuhealth.gov.za.

POST 12/147 : **PROFESSIONAL NURSE GRADE 1 (PN-B1): TRAUMA & EMERGENCY REF. NO: MPDoH/Apr/26/05**

SALARY : R476 367 – R559 548 per annum
CENTRE : Waterval Boven Hospital (Nkangala District)
REQUIREMENTS : Senior Certificate / Grade 12 plus Basic R425 qualification (i.e. Degree/ Diploma in Nursing or equivalent qualification that allows registration with SANC as a Professional Nurse (2026). A post basic nursing qualification with of at least 1 year, accredited with the SANC in terms Government Notice R212 in Trauma & Emergency Nursing Science. A minimum of four (4) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. Ability to function

		independently and to prioritize work. Leadership and sound interpersonal skills, problem solving and decision-making skills. Good supervisory and teaching skills. Demonstrate an understanding of legislation and related legal and ethical nursing practices.
<u>DUTIES</u>	:	Perform clinical nursing practice in accordance with the scope of practice of Trauma & Emergency Unit. Ensure effective and efficient management of resources. Provide quality patient care, follow norms and standards. Participate in quality improvement programs. Supervise and implement patient care standards. Implement and practice nursing health care in accordance with the statutory laws governing the nursing profession, labor and health care. Implement constructive working relations with nurses and other stakeholders. Ensure compliance of Infection Prevention and Control policies. Ensure that equipment is functional and ready all the time. Ability to prioritize, coordinate activities of patient management according to protocols. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Participate in staff development and performance management. Report patient safety incidence, challenges and deficiencies within the unit. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Ensure adherence to Batho - Pele Principles and Patient's Right Charter.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi (013) 766 3103 / Ms. Nomsa Maphanga (013) 766 3207 / Ms. Sebenzile Mthisi (013) 766 3339, Mr. Mxolisi Maseko (013) 766 3351, Mr. Samson Nyoni (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>APPLICATIONS</u>	:	Departmental Online Application System: www.mpuhealth.gov.za .
<u>POST 12/148</u>	:	<u>PROFESSIONAL NURSE GRADE 1 (PN-B1): PSYCHIATRIC REF. NO: MPDoH/Apr/26/06</u>
<u>SALARY</u>	:	R476 367 – R559 548 per annum
<u>CENTRE</u>	:	Ermelo Hospital (Gert Sibande District)
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12 qualification or equivalent plus Basic qualification accredited with the SANC in terms of Government Notice R425 (i.e. Diploma / Degree in General Nursing) that allows registration with the SANC as Professional Nurse and Orthopaedic (2026), a post-basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in terms of Government Notice R212 specialty in Psychiatric Nursing Science. Minimum of four (4) years appropriate /recognizable experience in nursing after registration as a Professional Nurse with the SANC. Ability to function independently and to prioritize work. Leadership and sound interpersonal skills, problem solving and decision-making skills. Good supervisory and teaching skills.
<u>DUTIES</u>	:	Provision of optimal, holistic specialized nursing care with set standards and within a professional/legal framework. Provide comprehensive health care services in the Psychiatric Unit. Ensure effective and efficient management of resources. Provide quality patient care, follow norms and standards. Participate in quality improvement programs. Supervise and implement patient care standards. Implement and practice nursing health care in accordance with the statutory laws governing the nursing profession, labor and health care. Implement constructive working relations with nurses and other stake holders. Ensure compliance of Infection Prevention and Control policies. Ensure that the equipment is functional and ready all the time. Able to plan and organize your own work and that of support personnel to ensure proper nursing care. Participate in staff development and performance management. Report patient safety incidence, challenges and deficiencies within the unit. Work effectively, co-operatively amicably with people of diverse intellectual, cultural, racial or religious differences. Ensure adherence to Batho - Pele Principles and Patient's Right Charter.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi (013) 766 3103 / Ms. Nomsa Maphanga (013) 766 3207 / Ms. Sebenzile Mthisi (013) 766 3339, Mr. Mxolisi Maseko (013) 766 3351, Mr. Samson Nyoni (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>APPLICATIONS</u>	:	Departmental Online Application System: www.mpuhealth.gov.za .

POST 12/149 : **SPEECH THERAPIST & AUDIOLOGIT GRADE 1 REF. NO: MPDoH/Apr/26/07**

SALARY : R397 233 - R454 191 per.annum
CENTRE : Ermelo Hospital (Gert Sibande District)
REQUIREMENTS : Senior Certificate / Grade 12 plus an appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) Speech Therapist and Audiology. Current registration with the HPCSA as Speech Therapist and Audiology. Grade 1 (2026): SA qualified employees: none experience after registration with the HPCSA in the relevant profession (where applicable) in respect of employees who performed Community Service as required in SA. Foreign qualified employees: one (1) year relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of employees who performed Community Service as required in SA. Knowledge, Skills Training and Competencies Required: Good verbal and written communication skills. Good interpersonal relations. Problem solving skills. Knowledge of relevant Health and Safety Act. Ability to perform basic quality assurance tests. Computer literacy. Valid driver's licence.

DUTIES : Render effective patient centered speech therapy and audiology service for in and out- Patients in adherence to the scope of practice and health protocols. To with colleagues, relieve as and when the need arises, and to work closely with the interdisciplinary team members. Carry out delegated duties to participate in student training, supervision and performance evaluation. Implement and maintain the quality assurance and National Core standard and norms at departmental level. Adhere to provincial, hospital and departmental policies, procedures, guidelines and regulations. Perform record keeping, data collection, assist with budget control and assets managements. Contribute and participate in professional development of self-colleagues and members of the interdisciplinary team members. Participate in research projects of the department. Participate in quality assurance methods and CPD activities. Communicate effectively with all stakeholders. Exercise care with all consumables and equipment. Ensure adherence to Batho - Pele Principles and Patient's Right Charter.

ENQUIRIES : Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi (013) 766 3103 / Ms. Nomsa Maphanga (013) 766 3207 / Ms. Sebenzile Mthisi (013) 766 3339, Mr. Mxolisi Maseko (013) 766 3351, Mr. Samson Nyoni (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

APPLICATIONS : Departmental Online Application System: www.mpuhealth.gov.za.

POST 12/150 : **OCCUPATIONAL THERAPIST GRADE 1: MENTAL HEALTH NHI REF. NO: MPDoH/Apr/26/08**
(24 Months Contract)
(Re-Advertisement)

SALARY : R397 233 - R454 191 per annum
CENTRE : Provincial Office, Mbombela, (Nelspruit)
QUIREMENTS : Senior Certificate / Grade 12 plus appropriate qualification that allows for the registration with the HPCSA in the relevant profession (where applicable). Current registration with the HPCSA as an Occupational Therapist (2026) (Independent Practice). A valid work permit will be required from non-South Africans. Grade 1: No experience required after registration with the HPCSA as an Occupational Therapist (Independent Practice). Minimum of 1-year relevant experience after registration with a recognised Foreign Health Professions and / or the HPCSA as an Occupational Therapist (Independent Practice) for foreign qualified employees. Clinical experience in general adult and pediatric assessment and treatment is required. Knowledge in the fields of mental health, vocational rehabilitation, neurology, hand injuries, burns, amputations, developmental delays, etc. is expected. Clinical experience in these fields will be beneficial.

DUTIES : To provide optimal and evidence-based occupational therapy in individual and group settings for patients in, out and clinics. To administer standardized and clinical assessments to patients requiring FCEs and other clinical reports. To perform and complete administrative functions including record keeping, statistics, participate in various meetings and awareness campaigns. To plan for and participate in internal and external audits and ensure departmental standards and effective service delivery. To participate in the performance

- management and training and development programs within the department.
To supervise junior level staff. To supervise allocated students and learners.
- ENQUIRIES** : Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi (013) 766 3103 / Ms. Nomsa Maphanga (013) 766 3207 / Ms. Sebenzile Mthisi (013) 766 3339, Mr. Mxolisi Maseko (013) 766 3351, Mr. Samson Nyoni (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
- APPLICATIONS** : Departmental Online Application System: www.mpuhealth.gov.za.
- POST 12/151** : **PROFESSIONAL NURSE GRADE 1 (PN-A2): GENERAL NURSING REF. NO: MPDoH/Apr/26/10**
- SALARY CENTRE REQUIREMENTS** : R324 384 – R382 107 per annum
: Msogwaba Clinic (Ehlanzeni District)
: Senior Certificate / Grade 12 plus Basic qualification accredited with the SANC in terms of Government Notice (I.E. Diploma/ Degree in General Nursing) equivalent qualification that allows registration with the South African Nursing Council (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 (013) 766 3103 / Ms. Nomsa Maphanga (013) 766 3207 / Ms. Sebenzile Mthisi (013) 766 3339, Mr. Mxolisi Maseko (013) 766 3351, Mr. Samson Nyoni (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
- APPLICATIONS** : Departmental Online Application System: www.mpuhealth.gov.za.

**PROVINCIAL ADMINISTRATION: NORTHERN CAPE
DEPARTMENT OF ECONOMIC DEVELOPMENT AND TOURISM**

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

- APPLICATIONS** : Applications quoting the relevant reference should be forwarded as follows:
The Head of the Department, Post To: Department of Economic Development and Tourism P/Bag X6108, Kimberley, 8300 or Hand Deliver to: MetLife Towers, (Post Office Building), T Floor (Registry Office), Post Office Building, Kimberley or Email applications to: dedathra@ncpg.gov.za
- FOR ATTENTION** : MS. M. Musa
- CLOSING DATE** : 24 April 2026
- NOTE** : Interested applicants must submit their applications for employment to the address specified above. The application must include a duly completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at <https://www.dpsa.gov.za/>, and a detailed Curriculum Vitae CV; contactable referees (telephone numbers and email addresses must be indicated). Please note a separate application is required for each position applied for. Applications received using the incorrect application for employment (old Z83) will not be considered. Each application for employment form must be fully completed, initialled and signed by the applicant. Failure to fully complete, initial and sign this form will lead to disqualification of the application during the selection process. Applicants are not required to submit/attach copies of qualifications and other relevant documents on application but must submit the new (Z83) form and detailed curriculum vitae only. The provision of certified documents will only be required from shortlisted candidates for submission on or before the day of the interview following a formal communication from Human Resources unit. In instances where applicants are 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 only submit proof of such evaluation upon being shortlisted for a post. 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. Non-RSA Citizens/Permanent Resident Permit Holders will be required to submit a copy of their Permanent Residence Permits only if shortlisted. Applicants who do not comply with the above-mentioned instruction/requirements, as well as applications received late will not be considered. The Department reserves the right not to make any appointment(s) to the above post/s. Applications, including those submitted via registered mail must reach the department before 16:00 on the day of the closing date. Incomplete applications, or applications received after the closing date will be disqualified. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within 3 months of the closing date of this advertisement, please accept that your application was unsuccessful. Please note that suitable candidates will be subjected to a technical assessment as well as satisfactory personnel suitability checks (criminal record check, citizenship verification, financial-asset record check, qualification/study verification and previous employment verification. Successful candidates will also be subjected to a security clearance process. Women and persons with disabilities are encouraged to apply. The successful candidate will be required to sign the performance agreement within three months from the date of assumption of duty. It will also be required that the successful candidate declare to the EA particulars of all registrable financial interests. Short-listed candidates will be expected to avail themselves at the Department's convenience. The successful candidate will be appointed subject to positive results of the security clearance process and the verification of educational qualification certificates. Appointment of these positions will be provisional, pending the issue of security clearance. The Department is an equal opportunity affirmative action employer. The Employment Equity Plan of the Department shall inform the employment decision. It is the Department's intention to promote equity (race, gender and disability) through the filling of this post(s).

OTHER POSTS

POST 12/152 : **ASSISTANT DIRECTOR – ASSET MANAGEMENT REF NO: NCDEDAT/2026/01**

SALARY : R468 459 - R551 823 per annum (Level 09) (All-inclusive package)
CENTRE : Kimberley Office
REQUIREMENTS : Applicants must be in possession of a relevant tertiary qualification at NQF 7 (bachelor's degree) in Accounting/Finance/Business Administration. 3-years related financial or asset management supervisory experience. A valid driver's license. Skills & Knowledge: In-depth knowledge of the Treasury Regulations, Public Service Regulations, Public Finance Management Act, Division of Revenue Act, Modified Cash Standard, Accounting Manuals, Treasury Instruction Notes, Government financial systems operations. Report writing skills, people management skills, research and analytical skills, conflict management skill, problem-solving skills, communication skills, financial management and policy development and interpretation. Up to date of latest legislation and changes of accounting treatment of transactions. Be a self-starter in processes of Asset Management.

DUTIES : Monitor and review the capturing of all physical (moveable and immovable) assets in the physical asset management registers. Receipt of all moveable assets, perform quantity and quality control, allocation of inventory and bar code to assets, capturing of information in the relevant registers. Provide asset and inventory management services. Conduct physical asset verification with reconciliation of asset count data. Perform asset disposal process within the department. Compile of Asset management submissions for asset related matters and letters of communication. Monitor and review the allocation of assets to asset holders, determination of the asset allocation according to furniture and equipment policy and procedures of the department, capturing of asset information on the inventory list (room list) of the asset holder, issuing of asset inventory list (room list) list to asset holder, the delivery of assets to the asset holder, approval of the moveable asset register updates. Oversee and review the monitoring of assets in accordance with the relevant policy and procedures. Monitor assets for compliance with asset control prescripts, monitoring assets for physical condition, utilisation functionality and financial performance, monitoring the performance of asset verification according to prescribed time frames, compile reports on the state of assets. Promote correct implementation of sound asset management practices by informing, guiding and advising departmental employees on asset management matters; and contributing to the design and development of asset management systems, policies, strategic and annual physical asset management planning. Supervise employees to ensure sound physical asset management. This would inter alia, entail the following, general supervision of employees, allocate duties and do quality control of the work delivered by supervisees, advice and lead all aspects of the work, manage performance, conduct and discipline of supervisees. Ensure that all supervisees are trained and developed to be able to deliver work of the required standard efficiently and effectively. Develop, implement and monitor work systems and processes to ensure efficient functioning, address enquiries and provide advice and guidance on asset allocation and control. Compile asset additions monthly reconciliations and monthly compliance report. Compile asset quarterly financial statements notes and annual financial statement notes.

ENQUIRIES : Mr. F Booysen Tel No: (053) 839 4023

POST 12/153 : **ASSISTANT DIRECTOR: FINANCIAL ACCOUNTING REF NO: NCDEDAT/2026/02**

SALARY : R468 459 - R551 823 per annum (Level 09) (All-inclusive package)
CENTRE : Kimberley Office
REQUIREMENTS : Applicants must be in possession of NQF 7 (bachelor's degree) in Financial Management/ Financial Accounting or related fields. 3 years Admin Officer/ State Accountant within the Financial Accounting environment. Skills & Knowledge: In-depth knowledge of the Treasury Regulations, Public Service Regulations, Public Finance Management Act, Division of Revenue Act, Modified Cash Standard, Accounting Manuals, Treasury Instruction Notes, Government financial systems (BAS and LOGIS) and SCOA. Report writing skills, people management skills, research and analytical skills, conflict

		management skill, financial management and policy development and interpretation.
<u>DUTIES</u>	:	Ensure that payments due to suppliers are settled within 30 days according to PFMA and Treasury Regulations and expenditure is correctly classified and captured. Ensure that revenue collected is recorded and reported according to PFMA, Treasury Regulations and DORA. Review bank reconciliation of the department (Ensure that all exceptions are cleared and required controls are implemented). Oversee the petty cash process. Monitoring the departmental cash flow daily. Oversee the identification and accurate recording of debts owed to the department. Ensure timeous submission of the note to the IFS/AFS and assist in the compilation of IFS/AFS. Ensure all interdepartmental receivables/payables are attended to timeously. Supervise employees to ensure an effective financial accounting service. This would, inter alia, entail the following: General supervision of employees to allocate duties and do quality control of the work delivered by supervisees. Advice and lead supervisees regarding all aspects of the work. Manage performance, conduct and discipline of supervisees. Ensure that all supervisees are trained and developed to be able to deliver work of the required standard efficiently and effectively. Developed, implement and monitor work systems and processes to ensure efficient and effective functioning.
<u>ENQUIRIES</u>	:	Ms. M Gooiman Tel No: (053) 839 4030
<u>POST 12/154</u>	:	<u>ASSISTANT DIRECTOR: RECORDS, SECURITY AND FACILITIES MANAGEMENT REF NO: NCDEDAT/2026/03</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R468 459 - R551 823 per annum (Level 09) (All-inclusive package)
	:	Kimberley Office
	:	Applicants must be in possession of NQF 6 tertiary qualification in Public Administration or Public Management/Administration. 3-4 years' admin officer experience within the Public Service Records/Facilities/Security Management environment. and A valid driver's license. Skills & Knowledge: Knowledge of Security, Facilities and Records Management. Knowledge of the National Archives and Records Services of South African Act of 1996. Knowledge of relevant legislation government processes. Procedures and policies. Technical skills. Planning and organising skills. Communication skills (both verbal & written). Interpersonal/stakeholders' skills. Analytical skills. Problem-solving skills. Negotiation skills. Conflict management. Policy formulation, Project Management.
<u>DUTIES</u>	:	Coordinate departmental records management services: Attending to clients and escalation of enquiries, Advise the department on nature of information that can be provided to the public through PAIA, Opening and closing files according to the record classification system, Ensuring compliance with statutory regulations (e.g., POPIA, PAIA, National Archives). Managing both physical and digital records (EDRMS). Developing retention schedules and security protocols. Filing/ storage, tracing (electronically/ manually) and retrieval of documents and files, Ensure all records are kept safe, Keep records of archived documents, Ensure a systematic disposal programme is in place and assist with disposal of documents, Scanning files for electronic database purposes, Organizing and packing files for archives and distribution, Development of records management policy and Standard Operating Procedures. Facilitating effective and efficient departmental facilities management services: Organizing and allocating parking spaces for departmental officials. Attending to complaints regarding maintenance issues of departmental buildings, liaising with relevant service providers, landlords and other relevant stakeholders to resolve maintenance issues. Sourcing office accommodation for departmental officials as well as interns when need arises. Monitoring the implementation of repair and maintenance activities within the department Implement policies, protocols, norms, standards and strategies relating to Facility Management. Coordinating auxiliary services within the department: Provision of cleaning services for all departmental buildings Inspecting the quality and quantity of cleaning materials provided by service providers to ensure it is up to standard and in accordance with specifications. Hygiene and pest control services for the department. Rendering security support services within the department: Rendering screening and vetting processes within the department, Monitoring the biometric access system of the department, attending meetings relating to security activities and requirements within the department. Provision of general management within

the Security, Records management and Facilities Component: Supervision of subordinates, Delegation of work, leave management administration, enabling staff development and ensuring proper performance management, Maintaining discipline within the component according to relevant departmental policies and prescripts

ENQUIRIES

: Ms. M. Tihalogang Tel No: (053) 839 4088

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

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

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.

OTHER POSTS

POST 12/155 : **HEAD CLINICAL UNIT (MEDICAL) GRADE 1: (PSYCHIATRY: CHILD AND ADOLESCENT 10 BED UNIT)**
Chief Directorate: Metro Health Services

SALARY : R2 084 754 per annum (A portion of the package can be structured according to the individual's personal needs).

CENTRE REQUIREMENTS :
Lentegeur Hospital
Minimum educational qualification: An appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Specialist in Psychiatry. Registration with a Professional Council: Registration with (HPCSA) as a Medical Specialist in Psychiatry. Experience: A minimum of 3 years' appropriate experience as Medical Specialist after registration with the HPCSA as Medical Specialist in Psychiatry. Inherent requirements of the job: Valid (Code B/EB) driver's licence and willingness to travel to meet service needs. It will be expected of the Head: Clinical Unit to work commuted overtime, limited to 12 hours, if operational requirements so demand. Competencies (knowledge/skills): Appropriate experience in teaching, training and supervision of students, Registrars and Medical Staff. Appropriate experience in conducting and supervising research. Demonstrated experience of engagement at all levels of care. Appropriate management experience of clinical services as well as supervisory experience. Recognised academic achievement and leadership as demonstrated in further qualifications, publication and teaching portfolio.

DUTIES : Key result areas/outputs: Support and influence clinical and corporate governance in the Eastern Catchment Area and within the General Allied Psychiatry (GAP) and Child and Adolescents services CHAMS of Lentegeur. Lead and manage Clinical Service Delivery within the broader sphere of the delivery of effective healthcare services with the available resources as per the mandate and AOP for the Province and Lentegeur Psychiatric Hospital, and the Eastern Catchment Area. Lead Clinical Service Delivery within the broader sphere of the delivery of effective healthcare services with the available resources as per the mandate and AOP for the Province and Lentegeur including the Eastern Area. Assure Clinical Governance and Quality in the provision of safe and desired quality patient care as per quality assurance indicators, incorporating the highest standards of service delivery, research and teaching (Psychiatric and MDT) at LGH and the Eastern Catchment Area. Take custodianship of the development of an integrated academic supportive unit as defined by the regulations of the affiliated University of Stellenbosch regulations which oversees the provision of related teaching and research outputs. Conduct relevant research and have your own research and teaching portfolio. Head the Clinical Psychiatric services at Lentegeur Hospital and provide supervisory oversight of the Lentegeur Hospital team. Provide clinical leadership to the Eastern Catchment Area. Take responsibility for the development and maintenance of high quality, evidence-based psychiatric assessment, treatment, and rehabilitation programmes within the institution and the catchment area. Provide an effective psychiatric consultation service and outreach to the Eastern Area. Be accountable to the CEO of Lentegeur Hospital for the performance of clinical services, clinical governance, and the

		management of human and financial resources. Perform clinical and operational duties as required.
<u>ENQUIRIES</u>	:	Ms E Sillence, Tel No: (021) 370-1401
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	:	24 April 2026, 17:00PM
<u>POST 12/156</u>	:	<u>HEAD CLINICAL UNIT GRADE 1 (MEDICAL: PSYCHIATRY) (PSYCHIATRIC AND MEDICAL SERVICES)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R2 084 754 per annum (A portion of the package can be structured according to the individual's personal needs.)
<u>CENTRE</u>	:	Lentegeur Hospital (This is a joint appointment with University of Cape Town & Western Catchment Area)
<u>REQUIREMENTS</u>	:	Minimum educational qualification: An appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Specialist in Psychiatry. Registration with a professional council: Registration with (HPCSA) as a Medical Specialist in Psychiatry. Experience: A minimum of 3 years' appropriate experience as Medical Specialist after registration with the HPCSA as Medical Specialist in Psychiatry. Inherent requirement of the job: Valid (Code B/EB) driver's licence and willingness to travel to meet service needs. It will be expected of the Head: Clinical Unit to work commuted overtime, limited to 12 hours, if operational requirements so demand. Competencies (knowledge/skills): Appropriate experience in teaching, training and supervision of students, Registrars and Medical Staff. Appropriate experience in conducting and supervising research. Demonstrated experience of engagement at all levels of care. Appropriate management experience of clinical services as well as supervisory experience. Recognised academic achievement and leadership as demonstrated in further qualifications, publication and teaching portfolio.
<u>DUTIES</u>	:	Key result areas/outputs: Support and influence clinical and corporate governance in the Western Catchment Area and within the General Allied Psychiatry (GAP) and Intellectual Disability Services IDS of Lentegeur. Lead and manage Clinical Service Delivery within the broader sphere of the delivery of effective healthcare services with the available resources as per the mandate and AOP for the Province and Lentegeur Psychiatric Hospital, and the Western Catchment Area. Lead Clinical Service Delivery within the broader sphere of the delivery of effective healthcare services with the available resources as per the mandate and AOP for the Province and Lentegeur including the Western Area. Assure Clinical Governance and Quality in the provision of safe and desired quality patient care as per quality assurance indicators, incorporating the highest standards of service delivery, research and teaching (Psychiatric and MDT) at LGH and the Western Catchment Area. Take custodianship of the development of an integrated academic supportive unit as defined by the regulations of the affiliated University of Cape Town regulations which oversees the provision of related teaching and research outputs. Conduct relevant research and have your own research and teaching portfolio. Head the Clinical Psychiatric services at Lentegeur Hospital and provide supervisory oversight of the Lentegeur Hospital team. Provide clinical leadership to the Western Catchment Area. Take responsibility for the development and maintenance of high quality, evidence-based psychiatric assessment, treatment, and rehabilitation programmes within the institution and the catchment area. Provide an effective psychiatric consultation service and outreach to the Western Area. Be accountable to the CEO of Lentegeur Hospital for the performance of clinical services, clinical governance, and the management of human and financial resources. Perform clinical and operational duties as required.
<u>ENQUIRIES</u>	:	Ms E Silence, Tel No: (021) 370-1401
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	:	24 April 2026, 17:00 PM

OTHER POSTS

- POST 12/157** : **MEDICAL SPECIALIST GRADE 1 TO 3 (FAMILY PHYSICIAN)**
Chief Directorate: Metro Health Services
- SALARY** : Grade 1: R1 341 855 per annum
Grade 2: R1 531 032 per annum
Grade 1: R1 773 222 per annum (A portion of the package can be structured according to the individual's personal needs).
- CENTRE REQUIREMENTS** : False Bay Hospital
Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist: Family Physician. Registration with a Professional Council: Registration with the HPCSA as a Medical Specialist in Family Medicine. Experience: **Grade 1:** None after registration with the HPCSA as a Medical Specialist. **Grade 2:** A minimum of 5 year's 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, Family Physician. **Grade 3:** A minimum of 10 years' appropriate experience as Medical Specialist after registration with HPCSA (or a recognised foreign health professional council in respect of a foreign qualified employee) as a Medical Specialist, Family Physician. Inherent requirements of the job: Willingness to perform full commuted overtime. Valid driver's licence. Competencies (knowledge/skills): Good leadership, clinical and communication skills. Ability to lead a multidisciplinary team in delivering healthcare at hospital level. Conflict resolution skills. Ability to design and implement pathways, guidelines and quality improvement initiatives. Ability to perform under pressure. Good interpersonal, communication and organizational skills. Computer literacy (MS Word/Excel/PowerPoint/Outlook). Participate in on-call rosters.
- DUTIES** : Key result areas/outputs: Provide clinical training and teaching staff at False Bay Hospital and joint staff with UCT. Co-lead clinical governance. Clinical lead for the Theatre and In-patient wards as primary consultant. Clinical lead for the Emergency Centre as the primary consultant. People Management of Medical Officers, Family Medicine Registrars and Allied Health Professionals.
- ENQUIRIES APPLICATIONS** : Dr K Adamson, Tel No: (021) 832-5265
Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post. Candidates will be subjected to a practical/written and oral assessments. 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 a change in registration status).
- CLOSING DATE** : 24 April 2026, 17:00PM
- POST 12/158** : **REGISTRAR (MEDICAL: UROLOGY)**
(5-Year Contract)
- SALARY** : R1 001 349 per annum (A portion of the package can be structured according to the individual's personal needs)
- CENTRE REQUIREMENTS** : Groote Schuur Hospital, Observatory
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 (Independent Practice). Inherent requirements of the job: Commuted overtime is compulsory. Willingness to work overtime when required. FCS (SA) part 1A. A certificate of ATLS and Basic Surgical Skills course completed. Competencies (knowledge/skills): Knowledge, expertise and experience with regards to providing medical services in Urology. Appropriate and sufficient clinical experience since

		obtaining the degree of MBChB and after completion of internal rotations. Ability to work in a team under pressure. Research experience.
<u>DUTIES</u>	:	Key result areas/outputs: Teaching. Research. Leadership. Clinical Service: Patient Care. Clinical Service: Operative Clinical Governance.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms R Alexander, email: rabia.alexander@uct.ac.za Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. The Department of Health is guided by the principles of Employment Equity. Candidates with disability are encouraged to apply and an indication in this regard will be appreciated. Specific Registrar posts within the Department will be identified as part of the Affirmative Action programme to create a representative Specialist cadre in line with applicable procedures. Preference will be given to SA citizens/permanent residents with a valid identity document. Registrars will be required to register as post-graduates with University of Cape Town according to the yearbook and guidelines." Groote Schuur Hospital has adopted the department's ecosystem framing of its training platform. Accordingly, all registrar 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 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). 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. Appointment as a Registrar will be for a maximum contract period of 5 years. 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. Should registration with the HEI as a student be discontinued for any reason the appointment of Registrar also discontinues. Applicants must indicate whether they have bursary obligations. Please ensure that you attach an updated CV.
<u>CLOSING DATE</u>	:	24 April 2026, 17:00 PM
<u>POST 12/159</u>	:	<u>REGISTRAR (MEDICAL) (DERMATOLOGY)</u> (4-Year Contract)
<u>SALARY</u>	:	R1 001 349 per annum (A portion of the package can be structured according to the individual's personal needs)
<u>CENTRE REQUIREMENTS</u>	:	Groote Schuur Hospital, Observatory 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 (Independent Practice). Inherent requirements of the job: Commuted overtime is compulsory. Competencies (knowledge/skills): Research experience. Post community service experience in Internal Medicine on an equivalent clinical platform. Knowledge, expertise and experience with regards to providing medical services in assessment, diagnosis and treatment of inpatients and outpatients. Appropriate and sufficient clinical experience since obtaining the degree of MBChB.
<u>DUTIES</u>	:	Key result areas/outputs: Clinical Service Provision. Participate in the Teaching Programme. Effective Clinical Administration in patient records and patient management. Research and Professional Development (incl. completion of MMED).
<u>ENQUIRIES APPLICATIONS</u>	:	Prof R Lehloenya, Tel No: (021) 404-3376 Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Appointment as Registrar will be for a maximum contract period of 4 years. Registrars will function across health facilities, as per an agreed programme. 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. Appointment as Registrar will be on contract. Groote Schuur Hospital has adopted the department's ecosystem framing of its training platform. Accordingly, all registrar 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. 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. The Department of Health is guided by the principles of Employment Equity. Candidates with disability are encouraged to apply and an indication in this regard will be appreciated. Specific Registrar posts within the Department will be identified as part of the Affirmative Action programme to create a representative Specialist cadre in line with applicable procedures. Preference will be given to SA citizens/permanent residents with a valid identity document. Registrars will be required to register as post-graduates with Stellenbosch University/ University of Cape Town according to the yearbook and guidelines. 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 with the relevant council (including individuals who must apply for change in registration status)

- CLOSING DATE** : 24 April 2026, 17:00 PM
- POST 12/160** : **REGISTRAR (MEDICAL) (CLINICAL PHARMACOLOGY) (2 POSTS)**
(4-Year Contract)
- SALARY** : R1 001 349 per annum (A portion of the package can be structured according to the individual's personal needs)
- 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 (Independent Practice). Inherent requirements of the job: Commuted overtime is compulsory. Valid ACLS Certificate. Competencies (knowledge/skills): Knowledge, and experience in diagnostic workup and management of inpatients and outpatients, including rational prescribing. Appropriate and sufficient clinical experience since obtaining the degree of MBChB Research methodologies. Teamwork skills. Computer literacy
- DUTIES** : Key result areas/outputs: Clinical service provision. Rational prescribing best practice. Provision of evidence-based clinical advice on pharmacotherapy, including assessment and management of drug interactions, medicine use in renal and hepatic impairment, and support in the diagnosis and management of adverse drug reactions. Toxicology and poisoning consultation. Therapeutic drug monitoring service. Participate in the undergraduate and postgraduate teaching program. Participate in pharmacy and therapeutics committees at institutional/regional/provincial/national level. Contribute to evidence reviews in support of applications for additions/deletions/change in indication of medicines to the formulary. Participate in both institutional and national pharmacovigilance processes Participate in pharmacy and therapeutics committees at institutional/regional/provincial/national level.
- ENQUIRIES** : Prof P Sinxadi, Tel No: (021) 406-4096 or email: phumla.sinxadi@uct.ac.za or Prof M Blockman, email: marc.blockman@uct.ac.za
- APPLICATIONS** : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post. Please ensure that you attach an updated CV. Groote Schuur Hospital has adopted the department's ecosystem framing of its training platform. Accordingly, all registrar 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 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). 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. Appointment as a Registrar will be for a maximum contract period of 4 years. 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. Should registration with the HEI as a student be discontinued for any reason the appointment of Registrar also discontinues. Applicants must indicate whether they have bursary obligations. The Department of Health is guided by the principles of Employment Equity. Candidates with disability are encouraged to apply and an indication in this regard will be appreciated. Specific Registrar posts within the Department will be identified as part of the Affirmative Action programme to create a representative Specialist cadre in line with applicable procedures. Preference will be given to SA citizens/permanent residents with a valid identity document. Registrars will be required to register as post-graduates with University of the Western Cape according to the yearbook and guidelines.

- CLOSING DATE** : 24 April 2026, 17:00 PM
- POST 12/161** : **REGISTRAR (MEDICAL) (INTERNAL MEDICINE)**
(4 Year Contract)
- SALARY** : R1 001 349 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 (Independent Practice). Inherent requirements of the job: Commuted overtime is compulsory. Emergency and after hour call cover. Each Registrar will be appointed in a specific training complex but could be required to work across the platform on request. Competencies (knowledge/skills): Knowledge, expertise and experience with regards to providing medical services in assessment, diagnosis and treatment of inpatients and outpatients. Appropriate and sufficient clinical experience since obtaining the degree of MBChB and after completion of internal medicine rotations. Effective leadership & interpersonal skills. FCP (SA) Part 1. Post community service experience in Internal Medicine on an equivalent clinical platform. Previous research experience and publication.
- DUTIES** : Key result areas/outputs: Clinical Service Provision. Participate in the Teaching Programme. Research and Professional Development (incl. completion of MMED). Effective Clinical Administration in patient records and patient reports.
- ENQUIRIES** : Dr D Maughan, Tel No: (021) 406 6422 or email: deborah.maughan@uct.ac.za
- APPLICATIONS** : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
- 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 change in registration status). 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. Appointment as a Registrar will be for a maximum contract period of 4 years. 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. Should registration with the HEI as a student be discontinued for any reason the appointment of Registrar also discontinues. Applicants must indicate whether they have bursary obligations. Groote Schuur Hospital has adopted the department's ecosystem framing of its training platform. Accordingly, all registrar 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 Plain District Hospital, Victoria Hospital and George Provincial Hospital. The Department of Health is guided by the principles of Employment Equity. Candidates with disability are encouraged to apply and an indication in this regard will be appreciated. Specific Registrar posts within the Department will be identified as part of the Affirmative Action programme to create a representative Specialist cadre in line with applicable procedures. Preference will be given to SA citizens/permanent residents with a valid identity document. Registrars will be required to register as post-graduates with University of the Western Cape according to the yearbook and guidelines.

- CLOSING DATE** : 24 April 2026, 17:00PM
- POST 12/162** : **MEDICAL OFFICER GRADE 1 TO 3 (OBSTETRICS AND GYNAECOLOGY)**
Chief Directorate: Metro Health Services
- SALARY** : Grade 1: R1 001 349 per annum
Grade 2: R1 142 553 per annum
Grade 3: R1 322 352 per annum
- CENTRE** : Mitchells Plain District Hospital
- REQUIREMENTS** : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner. Registration with a professional council: Registration with the HPCSA as 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 recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. **Grade 2:** A minimum of 5 years' appropriate experience 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 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. Inherent requirement of the job: A valid (Code B/EB) driver's licence. Commuted overtime contract is compulsory, as well as the ability to work after -hours. Competencies (knowledge/skills): Appropriate experience and skills in obstetrics and gynaecology care. Ability to work in a team and with all levels of staff. Must be able to do a Caesarean section safely and without supervision. Must be able to perform assisted deliveries (vacuums) safely and without supervision. Computer literacy inMS Office mandatory.
- DUTIES** : Key result areas/outputs: Clinical management of all non-acute and emergency O&G presentation to the emergency centres (labor ward and gynae EC). Operating independently (theatre cases include complicated caesarean sections, laparotomies for ectopic pregnancies, evacuation of uterus, postpartum sterilizations). Managing critically ill patients including resuscitation. Management of early pregnancy complications which needs a basic O&G ultrasound competency. Supervision and teaching of students, interns and midwives. Provide an efficient administration service regarding all clinical and non-clinical matters and medico-legal work. Provide guidance and leadership towards the realization of strategic goals and objectives of the department.

ENQUIRIES : Dr T Hinkel, Tel No: (021) 377-4757

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

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 to candidates 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 : 24 April 2026, 17:00 PM

POST 12/163 : **DEPUTY DIRECTOR: SUPPLY CHAIN MANAGEMENT GOVERNANCE (INFRASTRUCTURE)**
Directorate: Supply Chain Infrastructure Governance

SALARY : R896 436 per annum (A portion of the package can be structured according to the individual's personal needs)

CENTRE : Head Office, located in Bellville

REQUIREMENTS : Minimum educational qualification: Appropriate 3-year National Diploma or Degree in Procurement and or Built Environment (or equivalent) at NQF 7 level. Experience: Appropriate experience working in an infrastructure-related environment in a supervisory capacity. Inherent Requirements of the job: Sound management and communication skills. Valid Code (B/EB) driver's license and willingness to travel long distances for extended periods. Competencies (knowledge/skills): Extensive knowledge of and practical experience within a SCM Infrastructure environment Extensive Knowledge and experience of Infrastructure procurement legislation and procurement processes. Extensive experience in dealing with complex infrastructure related matters and the ability to analyse and formulate strategic responses to deal with issues. Computer literacy in MS Word, MS Excel, Outlook. Good organisational skills. Excellent managerial and leadership skills. Extensive knowledge and experience of working with infrastructure related legislation. Knowledge of PFMA, Finance instructions, Provincial and Treasury regulations, cidb legislation, Infrastructure delegations and AOS and all applicable infrastructure procurement legislation. Knowledge of the Preferential Procurement Policy Framework Act 5 of 2000 (PPPFA).

DUTIES : (key result areas/outputs): Ensure the annual revision of Infrastructure Procurement legislation. Ensure any changes in National or Provincial legislation is adopted within the Departmental legislation for Infrastructure procurement. Ensure Infrastructure Procurement processes is adequate to enable procuring entities to conclude infrastructure related contracts timeously whilst maintaining compliance. Assist Procuring Entities with the interpretation of Delegations and Policies to ensure that it is applied correctly throughout the Infrastructure Procurement Process. Write SOP's, Guidelines, Circulars, SCM Instructions to assist Procuring Entities with Infrastructure procurement and compliance management. Assist with handling complex infrastructure related queries, complaints, disputes and terminations and interact with legal for risk management. Ensure contract cancellations and terminations are addressed and reported timeously. Assist with contract related queries, dispute resolution and supplier relations. Assist with compilation of training material for infrastructure procurement and Supply Chain related processes. Ensure that training needs are identified and addressed timeously. Ensure a central database for training material and guidelines are maintained and accessible to all procuring entities within the Department. Ensure training statistics are accurate and reported to Management. Identify any form of SCM abuse or compliance issues throughout the procurement processes of the Department and ensure that it is addressed and reported accordingly. Ensure training, supervision, leadership and capacitation of the SCM Infrastructure Governance Unit.

ENQUIRIES : Ms R Gouws, email: Patience.Gouws@westerncape.gov.za

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

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

CLOSING DATE : 24 April 2026, 17:00 PM

<u>POST 12/164</u>	:	<u>MEDICAL OFFICER GRADE 1 TO 3 (OPHTHALMOLOGY) (6/8th POST)</u> Overberg District
<u>SALARY</u>	:	Grade 1: R751 011 (6/8th) per annum Grade 2: R856 914 (6/8th) per annum Grade 3: R991 764 (6/8th) per annum (A portion of the package can be structured according to the individual's personal needs.)
<u>CENTRE REQUIREMENTS</u>	:	Overberg District Office 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 Health Professions Council of South Africa (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 recognised foreign Health Professional Council in respect of foreign-qualified employees, of whom it is not required to perform community service as required in South Africa. Grade 2: A minimum of 5 years' appropriate experience 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 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. Inherent requirement of the job: A valid driver's (Code B/EB) license. Competencies (knowledge/skills): Computer literacy in Excel and Word. Ability to work as part of a multidisciplinary team Appropriate and sufficient clinical experience treating patients with ophthalmology problems. Good communication skills (verbal and written). Additional courses in ophthalmology.
<u>DUTIES</u>	:	(key result areas/outputs): District ophthalmology, including Worcester Hospital outreach service, and support to ecosystem. Referral to Specialists and other healthcare professionals to ensure continuation of care of patients. Facilitate and teach the informal programme to build the capacity of staff. Data and administrative duties to ensure the monitoring of progress and implementation.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms R Bezuidenhout or Ms P Robertson, Tel No: (028) 212-5800 Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	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 to candidates 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.
<u>CLOSING DATE</u>	:	24 April 2026, 17:00 PM
<u>POST 12/165</u>	:	<u>OPERATIONAL MANAGER NURSING (SPECIALTY UNIT: PSYCHIATRY)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R693 096 per annum
<u>CENTRE</u>	:	Valkenberg Hospital
<u>REQUIREMENTS</u>	:	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. A post-basic nursing qualification with a duration of at least 1 year accredited with the SANC in Advanced Psychiatric Nursing Science (R212) OR A 4 year Bachelor Degree in Nursing (R174) or equivalent qualification (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 Mental Health Nursing. Registration with a Professional Council: Registration with the SANC as Professional Nurse. Experience: A minimum of 9 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience in Advanced Psychiatric Nursing Science after obtaining the 1-year post-basic qualification in Advanced Psychiatric Nursing Science OR a post-graduate Diploma (R635) accredited with the SANC in Mental Health Nursing. Inherent requirements of the job: Work shifts on day duty when required to satisfy operational needs. Work night duty on a planned schedule to relief the night manager. A Valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Knowledge of legal framework and regulations regarding nursing practice. Good leadership and people management skills, maintain constructive relationships with members of the multi-disciplinary team. Computer literacy. Basic financial management skills. The ability to communicate (verbal and written).

DUTIES : (key result areas/outputs): Ensure adherence to MHCA prescripts and other legislation. Effective management of the ward, hospital after hours, over weekends and public holidays on a planned basis and maintain good working relationship amongst all members of staff Manage and monitor the effective utilisation of human, financial and physical resources as per departmental policies. Co-ordinate and actively participate in focused training and development of permanent staff and nursing students according to development plan. Participate in analysis, formulation and implementation of nursing guidelines, practices, standards and procedures.

ENQUIRIES : Mr V Nel Tel No: (021) 826-5801
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications")

NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 24 April 2026, 17:00 PM

POST 12/166 : **OPERATIONAL MANAGER NURSING (SPECIALTY: SURGICAL ICU)**

SALARY : R693 096 per annum
CENTRE : Tygerberg Hospital, Parow Valley
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 a duration of at least 1 year accredited with the SANC in Medical and Surgical Nursing Science: Critical Care Nursing: General or A 4 year Bachelor Degree in Nursing (R174) or equivalent qualification (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 Professional Nurse. Experience: A minimum of 9 years appropriate/recognisable experience in Nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 5 years of the period above must be appropriate/recognisable experience in the specific speciality after obtaining the 1 year post-basic qualification or a post graduate diploma in the relevant speciality. Inherent requirement of the job: Ability and willingness to assist with shifts and after-hours hospital cover including weekends, public holidays, night duty relief and overtime as the need arises. Competencies (knowledge/skills): Basic computer literacy. Ability to function independently as well as part of a multi-disciplinary team. Effective communication, interpersonal, leadership, decision-making and conflict resolution skills. Good organisational skills and the ability to function under pressure. Knowledge and insight of relevant legislation and policy related to this nursing speciality within the public sector. Ability to promote quality patient care through the setting, implementation and monitoring of standards.

DUTIES : (key result areas/outputs): The candidate will be responsible for planning, managing, co-ordinating and maintaining an optimal, specialized Nursing service as an Operational Manager. Effective management and utilization of Human and Financial Resources to ensure optimal operational function in the area. Initiate and participate in training, development and research within the nursing department. Deliver a support service to the nursing service and the

		institution. To maintain ethical standards and promote professional growth and self-development.
<u>ENQUIRIES</u>	:	Ms V Dubase, Tel. No. (021) 938-4000
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates will be subjected to a practical/ competency assessment.
<u>CLOSING DATE</u>	:	24 April 2026, 17:00 PM
<u>POST 12/167</u>	:	<u>MEDICAL SPECIALIST: GRADE 1 TO 3 (MEDICINE: NEUROLOGY) (2 POSTS) (20 HOURS SESSIONS)</u> (Contract Until 31 March 2027)
<u>SALARY</u>	:	Grade 1: R646 per hour Grade 2: R737 per hour Grade 3: R853 per hour
<u>CENTRE</u>	:	Groote Schuur Hospital, Observatory
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Neurology. Registration with a professional council: Registration with the HPCSA as Medical Specialist in Neurology. Experience: Grade 1: None after registration with the HPCSA as Medical Specialist in Neurology. Grade 2: A minimum of 5 years' appropriate experience as Medical Specialist in Neurology after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Neurology. Grade 3: A minimum of 10 years' appropriate experience as Medical Specialist in Neurology after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employees) as Medical Specialist in Neurology. Competencies (knowledge/skills): Excellent knowledge and skills in clinical neurology. Excellent knowledge and skills in clinical neurophysiology (NCS, EMG, EEG). Excellent interpersonal, communication, teaching and mentoring skills. Practice of clinical neurology. Practice of clinical neurophysiology (i.e., nerve conduction studies (NCS), electromyography (EMG) electroencephalography (EEG).
<u>DUTIES</u>	:	Key result areas/outputs: Assess and manage neurology patients, and supervise registrars, in general- and various sub-specialist neurology outpatient clinics. Assist in the management and smooth running of these clinics. Assess, appropriately investigate and manage inpatients (e.g. supervise registrars, lead neurology ward rounds and manage in-hospital neurology referrals. Clinically assess, investigate and manage patients attending neurophysiology clinics. Provide supervision and training to neurology registrars at these clinics. Read and report EEGs, and teach neurology registrars these skills. Manage neurology referrals from secondary referral hospitals during office hours. Teach career neurology registrars and medical students the principles and practice of clinical neurology, and participate in student examinations.
<u>ENQUIRIES</u>	:	Dr K Bateman, Tel No: (021) 404-3268 or email: kathleen.bateman@uct.ac.za
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	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 to candidates 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.
<u>CLOSING DATE</u>	:	24 April 2026, 17:00 PM
<u>POST 12/168</u>	:	<u>MEDICAL SPECIALIST: GRADE 1 TO 3 (INTERNAL MEDICINE) (20 SESSIONS)</u> (12-Month Contract) Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R646 per hour

		Grade 2: R737 per hour Grade 3: R853 per hour
<u>CENTRE REQUIREMENTS</u>	:	Karl Bremer Hospital 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. Computer literacy. Strong administrative, managerial, communication and conflict resolution skills. Competencies (knowledge/skills): Clinical experience in Internal Medicine at a specialist level, 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.
<u>DUTIES</u>	:	Key result areas/outputs: 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.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr S le Roux, Tel No: (021) 918-1990
	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	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).
<u>CLOSING DATE</u>	:	24 April 2026, 17:00PM
<u>POST 12/169</u>	:	<u>EMS STATION MANAGER GRADE 5 AND 6: DISASTER MEDICINE AND SPECIAL EVENTS</u> Chief Directorate: Emergency And Clinical Support Service
<u>SALARY</u>	:	Grade 5: R562 119 per annum Grade 6: R624 288 per annum
<u>CENTRE REQUIREMENTS</u>	:	Emergency Medical Services Minimum educational qualification: Grade 5: Successful completion of the Critical Care Assistant course (CCA) or National Diploma that allows registration with the HPCSA as a Paramedic. Grade 6: Successful completion of the B-Tech Degree that allows registration with the HPCSA as an Emergency Care Practitioner (ECP). Registration with a professional council: Grade 5: Registration with the Health Professions Council of South Africa as a Paramedic. Grade 6: Registration with the Health Professions Council of South Africa as an ECP. Experience: Grade 5: Minimum of 3 years' experience after registration with the Health Professions Council of South Africa as a Paramedic (CCA or N.DIP). Grade 6: Minimum of 3 years' experience after registration with the Health Professions Council of South Africa as Emergency Care Practitioner (ECP). Inherent requirement of the job: Valid code C1 driver's license. Valid Code 10 Professional driver's permit. Physical and mental fitness

as an Emergency Services practitioner. Registration as a Paramedic or ECP. Competencies (knowledge/skills): Comprehensive knowledge of SANS 10366, Health Act regulations, Disaster Management Act, PFMA, SCM procedures, MIMMS, incident command systems, and risk assessment methodologies. Strong skills in event planning and coordination, risk assessment, operational deployment, incident command, stakeholder engagement, negotiation and conflict. Proven ability in financial management, including budgeting, cost recovery, quotations, invoicing and procurement compliance. Excellent report writing, data analysis, quality assurance, inspection and audit capabilities. High-level clinical competence within HPCSA Paramedic scope of practice, with CPD compliance. Computer literacy: MS Word, Excel, Outlook (intermediate or higher). Behavioural attributes: leadership under pressure, integrity, professionalism, diplomacy, problem solving, attention to detail, adaptability and commitment to continuous improvement.

DUTIES : (key result areas/outputs): Plan, coordinate and execute special event medical operations, including developing event medical plans, conducting risk assessments, preparing costings. Oversee operational deployment of EMS personnel, vehicles and equipment at events, ensuring effective command, resource allocation and onsite incident management. Facilitate multi-agency stakeholder engagement, representing EMS at NATJOINTS/PROVJOINTS and coordinating with SAPS, Disaster Management, municipalities and event organisers. Manage financial processes including budget submissions, cost recovery, quotations, invoices, monitoring expenditure. Evaluate external event medical plans and monitor compliance, perform inspections, maintain provider registers and issue compliance/non-compliance notices. Ensure clinical governance and maintain professional registration, including CPD compliance, clinical reviews, incident reporting and providing clinical care when required. Support disaster preparedness and special health operations, including participation in disaster exercises, EOC activations, audits and contributing to disaster medicine planning.

ENQUIRIES : Mr C Wylie, Tel. No. (021) 508 4517 / Dr Wayne Smith, Tel. No. (021) 815-8822
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 24 April 2026, 17:00 PM

POST 12/170 : **CLINICAL NURSE PRACTITIONER GRADE 1 TO 2 (PRIMARY HEALTH CARE) (4 POSTS)**
 Cape Winelands Health District

SALARY : Grade 1: R476 367 per annum
 Grade 2: R583 989 per annum (Plus a 8% rural allowance of your annual basic salary)

CENTRE : Equity Ceres (1 Post)
 Bella Vista CC (1 Post)
 Nduli CC (1 Post)
 Tulbagh Clinic (1 Post)

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 a duration of at least 1 year diploma in Clinical Nursing Science: Health Assessment, Treatment and Care, accredited with the SANC (R48) or a 4 Year bachelor's degree in nursing (R174) or equivalent qualification (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 Primary Care Nursing. Registration with a professional council: Registration with the South African Nursing Council as Professional Nurse. Experience: **Grade 1:** A minimum of 4 years of appropriate/recognizable nursing experience after registration with the SANC as Professional Nurse in General nursing. **Grade 2:** A minimum of 14 years appropriate/recognisable nursing experience after registration with the SANC as Professional Nurse in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1-year post-basic qualification in Clinical Nursing Science, Health Assessment, Treatment Care or a post graduate diploma (R635) accredited with the SANC in Primary Care Nursing. Inherent requirements of the job: Assist at other clinics (mobiles, satellites, etc) and community (COPC concept)

		within the SD, when there is a need. A valid (Code B/EB) driver's licence. Competencies (knowledge/skills): NIMART training or experience. Demonstrate in-depth knowledge of Nursing and public service legislation. Computer literacy (MS Word and Excel). Ability to promote quality patient care through the implementation of protocols, guidelines and standards.
<u>DUTIES</u>	:	(key result areas/outputs): Assist with the management of the burden of disease in accordance with the guidelines and protocols of the western cape. Provide and maintain quality of care to all patients and health services. Maintain accurate clinical records, statistics registers, and referral records. Effective utilization of Resources/Stock within the limited budget constraints. Participation in Community events and initiating awareness with regards to health-related issues. Maintain and participate in inter-professional and multi-disciplinary teamwork but able to work independently. Supervise and mentor lower categories of staff. Maintain professional growth/ethical standards and self-development.
<u>ENQUIRIES</u>	:	Mr L Wawini, Tel. No. (023) 316-9600
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	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 to candidates who apply for the first time for registration in the post basic qualification: Diploma in Clinical Nursing Science, Health Assessment, Treatment Care or a post graduate diploma (R635) accredited with the SANC in Primary Care Nursing.
<u>CLOSING DATE</u>	:	24 April 2026, 17:00PM
<u>POST 12/171</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: PSYCHIATRY) (OPD)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R476 367 per annum Grade 2: R583 989 per annum
<u>CENTRE</u>	:	Alexandra Hospital
<u>REQUIREMENTS</u>	:	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. A post-basic nursing qualification with a duration of at least 1 year accredited with the SANC in Advanced Psychiatric Nursing Science (R212). OR A 4 year Bachelor Degree in Nursing (R174) or equivalent qualification (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 Mental Health Nursing. Registration with a professional council: Registration with the SANC as a Specialist Nurse (Mental Health). Experience: Grade1: A Minimum of 4 years appropriate/recognisable nursing experience after registration with the SANC as a Professional Nurse in General Nursing. Grade 2: A minimum of 14 years appropriate/ recognisable nursing experience after registration with the SANC as a Professional Nurse in General Nursing. At least 10 years of the period referred to above must be appropriate/recognizable experience after obtaining the one-year post-basic qualification year in Advanced Psychiatric Nursing Science (R212) or a post graduate diploma (R635) accredited with the SANC in Mental Health Nursing. Inherent requirement of the job: Willingness to work shifts, day and night duty, weekends and public holidays to meet operational requirements. It will be required of the incumbent to rotate within the hospital. Competencies (knowledge/skills): Good interpersonal, leadership, communication skills, strong sense of responsibility. The ability to function independently in a multidisciplinary team and the ability to direct the team to ensure good nursing care. Demonstrate an in-depth knowledge of nursing and public service legislation and knowledge of Human Resource and financial policies. Computer literacy (MS Word, Excel, PowerPoint and Outlook).
<u>DUTIES</u>	:	(key result areas/outputs): Provide optimal, holistic specialized psychiatric nursing care within set standards and professional/legal framework. Effective utilization of human, financial and physical resources (equipment and

consumables). Participation in appropriate personal /professional development activities: Self, students, other categories of staff. Maintain accurate completed patient, staff and other appropriate documentation, Management of donations, assets, consumables and non-consumables as delegated. Assist with the development and the implementation of nursing quality improvement plans, policies and standard operating procedures.

- ENQUIRIES APPLICATIONS** : Mr M Njongonkulu, Tel. No. (021) 503-5077
- NOTE** : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post. Candidates who are not in possession of 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 candidates who apply for the first time for registration in the post-basic qualification in Advanced Psychiatric Nursing Science or a post graduate diploma (R635) accredited with the SANC in Mental Health Nursing.
- CLOSING DATE** : 24 April 2026, 17:00 PM
- POST 12/172** : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: THEATRE AND DAY WARD)**
Chief Directorate: Rural Health Services
- SALARY** : Grade 1: R476 367 per annum
Grade 2: R583 989 per annum
- CENTRE REQUIREMENTS** : George Regional Hospital
- REQUIREMENTS** : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post-basic nursing qualification with a duration of at least 1 year accredited with the SANC in Medical and Surgical Nursing Science: Operating theatre technique (R212). or A 4 year Bachelor Degree in Nursing (R174) or equivalent qualification (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 Peri-operative Nursing. Registration with a Professional Council: Registration with the SANC as a Professional Nurse. Experience: **Grade 1:** A minimum of 4 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. **Grade 2:** A minimum of 14 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1-year post-basic qualification or post graduate diploma in the relevant specialty. Competencies (knowledge/skills): Good verbal and written communication skills. Knowledge of relevant legislation and policies of the Department of Health Western Cape. Leadership towards the realisation of strategic goals and objectives of the Operating Theatre.
- DUTIES** : (key result areas/outputs): Ensure quality patient care regarding the identification of nursing care needs, the planning and implementation of nursing care plans and the education of nursing personnel as a Professional Nurse in the Operating Theatre. Render and supervise specialized clinical nursing care and support clinical staff with surgical and medical procedures. Utilize human, material and physical resources efficiently and effectively. Maintain and promote professional growth/ethical standards and development of self and others. Display of core values of the Department of Health WCG in the execution of duties.
- ENQUIRIES APPLICATIONS** : Ms LK De Goede, Tel. No. (044) 802-4352
- NOTE** : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
- 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 to candidates who apply for the first time for registration in the post

basic qualification in Medical and Surgical Nursing Science: Operating theatre technique (R212) or post graduate diploma accredited with the SANC in Peri-operative Nursing (R635).

- CLOSING DATE** : 24 April 2026, 17:00 PM
- POST 12/173** : **ASSISTANT DIRECTOR: CHANGE MANAGEMENT (2 POSTS)**
Chief Directorate: People Strategy
- SALARY** : R468 459 per annum
CENTRE : Head Office, Cape Town
REQUIREMENTS : Minimum educational qualification: An appropriate 3-year National Diploma/B-Degree (NQF 6 or higher) in Human Resource Management, Organisational Development, Industrial Psychology or a related field. A recognised Change Management accreditation or certification (e.g. Prosci or similar) will be advantageous. Experience: Appropriate experience in change management, organisational development or a related environment. Inherent requirement of the job: Valid Code 8 (B/EB) driver's licence. Competencies (knowledge/skills): Knowledge of change management principles, models and methodologies. Knowledge of organisational culture and leadership theory and models. Good verbal and written communication skills, including facilitation and report writing. Diagnostic and analytical skills, including the ability to interpret organisational data and identify emerging themes. Good interpersonal, stakeholder engagement and influencing skills. Sound practical computer skills in MS Office (Word, Excel, PowerPoint), Outlook and Teams. Preparedness to work overtime, travel and stay overnight when required.
- DUTIES** : (key result areas/outputs): Ensure change management activities align with departmental strategies, DPSA frameworks and policies through research, analysis, interpretation and advisory support, and contribute to the translation of these frameworks into practical implementation approaches. Facilitation and implementation of Change Interventions and initiatives through stakeholder engagement, coaching and structured facilitation to drive adoption. Co-ordinate and execute organisational surveys to track organisational transformation change and participate in procurement processes. Reporting, Monitoring and Evaluation (M&E) on change management activities and ensure accurate and consolidated information for departmental decision making. Operational planning, People Management and Financial Management responsibilities i.e. day-to-day supervision of staff, workflow and operations management, procurement, contract and asset management, compliance monitoring with departmental policies.
- ENQUIRIES** : Ms F Heunis, Tel. No. (021) 483-6531
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post. Candidates will be subjected to a practical test.
- CLOSING DATE** : 24 April 2026, 17:00 PM
- POST 12/174** : **ASSISTANT MANAGER: HRM ADVISORY SERVICES**
Directorate: People Strategy, Sub-directorate: People Management Compliance & Training
- SALARY** : R468 459 per annum
CENTRE : This post is currently based on the premises of Karl Bremer Hospital, Bellville Health Park Building
REQUIREMENTS : Minimum educational qualification: Appropriate three-year Diploma or Degree in Human Resources/ People Management field. Experience: Appropriate experience and In-depth knowledge in the field of Human Resource Management in the Public Service with the emphasis on all aspects of personnel administration. Appropriate supervisory experience. Inherent requirements of the job: Valid Code (B/ EB) driver's license. Willingness to work away from home on continuous basis. Competencies (knowledge/skills): Good verbal as well as written communication skills, analytical and innovative thinking abilities to interpret and effectively present policies and procedures, as well as report writing skills. In depth expert knowledge and ability to research the Public Service Act 1994 as amended, Public Service Regulations, 2016, 2023; collective agreements, People Management (PM) Policies, procedures and practices and PM Procedural Manuals. Practical computer skills in MS

<u>DUTIES</u>	:	Office (Word, Excel, PowerPoint), PERSAL, MS Outlook and TEAMS. Ability to function independently as well as in a team and to deal with conflict.
	:	(key result areas/outputs): Co-ordinate, facilitate, guide and perform HRM compliance investigations, Risk identification i.t.o. HR Practices and Policies at Health facilities and perform quality control in terms of finalization of complex HR reports and submissions. Effective management of sub-ordinates, provide guidance and advice to HR/PM staff, HR/PM Managers, Line Managers as well as Heads of Institutions pertaining to HRM policies and practices at Health Institutions, District as well as Regional Offices. Develop, analyze and interpret complex interpretations of Departmental and Public Service Policies procedure manuals and compliance investigation tools. Identify training needs, develop training material, implement programs for training of staff as well as conduct and facilitate formal functional training. Perform HRM related Ad hoc investigations, i.e. grievances, complaints via Hotline, response to Public Service Commission related to Conditions of Service, etc and attend to Internal Audit and Auditor General reports – ensure that recommendations have been addressed. Render a client service /help desk to PM Offices at institutions regarding Conditions of Service.
<u>ENQUIRIES</u>	:	Ms R Shade, tel. no. (021) 483-3717
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click “online applications”).
<u>NOTE</u>	:	No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	:	24 April 2026, 17:00 PM
<u>POST 12/175</u>	:	<u>ASSISTANT DIRECTOR: SUPPLY CHAIN MANAGEMENT</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R468 459 per annum
<u>CENTRE</u>	:	Khayelitsha/Eastern Sub-structure
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate 3-year Degree (NQF L7) /National Diploma (NQF L6) in SCM. Experience: Appropriate experience in Supply Chain Management and support services. Appropriate supervisory and management experience. Inherent requirements of the job: Valid Code B/EB driver’s license. Willingness to travel. Competencies (knowledge/skills): Extensive knowledge of relevant SCM prescripts, departmental Instructions, departmental Accounting Officer Systems policies and procedures. Departmental SCM procurement delegations. Computer literate in MS Office (Excel, Word and PowerPoint), ePS, LOGIS, Vulindlela and BAS. Proven ability to work independently in a high-pressure environment while complying to due dates. Highly developed problem solving and managerial skills.
<u>DUTIES</u>	:	Key result areas/outputs: Overall management and monitoring of Supply Chain Management (SCM) functions and ensure the effective and efficient application of procurement policies and processes, including Procurement, Demand Management, Acquisition Management, Contract Management, Logistics Management, Asset and Disposal Management and the institutionalisation of proper SCM practice within the Sub-Structure. Ensure compliance to all relevant acts and prescripts, thereby ensuring audit compliance. Ensure timeous and accurate reporting on SCM information and performance of the Sub-structure. Ensure the effective and efficient management of SCM systems in the Sub-structure. Emotional Intelligence to deal with stressful situations in an ever-changing environment. Responsible for the overall Human Resource Management of personnel in SCM, Transport and Support Service components.
<u>ENQUIRIES</u>	:	Mr M Dzanibe, Tel no: (021)-360 4200 or email: malusi.dzanibe@westerncape.gov.za
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click “online applications”).
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. The pool of applicants will be considered for other vacant Assistant Director: Supply Chain Management post within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert. Candidates may be subjected to a written/practical and oral assessment.
<u>CLOSING DATE</u>	:	24 April 2026, 17:00PM

POST 12/176 : **SENIOR PERSONNEL PRACTITIONER: PEOPLE MANAGEMENT (HR PLANNING AND EMPLOYMENT PRACTICES)**
Overberg District

SALARY : R397 116 per annum
CENTRE : Overberg District Office
REQUIREMENTS : Minimum educational qualification: Appropriate 3-year Diploma/ Degree or equivalent. Experience: Appropriate experience in HR Planning, Establishment Administration, Recruitment & Selection Administration and Performance Management. Appropriate previous experience in a supervisory or managerial position. Inherent requirement of the job: Valid (Code B/EB/C1) driver's licence. Willingness to travel and essential skills to do after hour's work. Competencies (knowledge/skills): Ability to communicate effectively. Leadership capabilities, managerial and organisational skills. Computer literacy (MS Word, Excel, PowerPoint, Outlook and Internet). Ability to manage conflict. The ability to analyse, interpret and apply legislation, policies and prescripts.

DUTIES : Key result areas/outputs: Responsible for HR Planning, Establishment Control, and Compensation management within the district and conduct training in this regard. Assist with Recruitment and Selection, Advertising of posts, DOTS Verifications, Pay Progressions, Grade Progressions, Salary Determination in respect of different OSD and non-OSD categories. Responsible for the Staff Performance Management System process in the District and Permis training in Sub Districts and acts as helpdesk for Permis. Assist the Pre-and Formal Moderating Committees with strategic overview of the performance management process. Give support and guidance to the institutions in the District regarding the HR Planning process. Responsible for the administration of staff establishment within the parameters of the approved post structure, i.e. the creation/ abolishment of posts, the Approved Post List and the HF2 process. Responsible for the investigation of grievances/disputes linked to recruitment and selection and performance management. Serve as nodal point for maintaining and reporting on integrated HR Information and provide input to the District Health Plan. Effective supervision and development of sub ordinates and provision of a general support service to supervisor and colleagues.

ENQUIRIES : Mr E Sass, Tel no: (028) 214-5805
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

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

CLOSING DATE : 24 April 2026, 17:00 PM

POST 12/177 : **SENIOR ADMINISTRATIVE OFFICER: SUPPLY CHAIN MANAGEMENT (INFRASTRUCTURE TRAINING AND DEVELOPMENT) (2 POSTS)**
Chief Directorate: Supply Chain Infrastructure Governance

SALARY : R397 116 per annum
CENTRE : Head Office, Cape Town (Location Bellville Health Park)
REQUIREMENTS : Minimum educational qualifications: Appropriate 3-year National Diploma or Degree in Procurement and or Built Environment or equivalent. Experience: Appropriate experience working in an infrastructure-related environment. Inherent requirements of the job: Valid Code (B/EB) driver's license and willingness to travel long distances for extended periods. Competencies (knowledge/skills): Extensive knowledge of and practical experience in SCM systems such as CIDB, ePS, CSD and WCSEB. Knowledge and experience of Infrastructure procurement legislation and various training materials. Ability to conduct training on infrastructure procurement and related matters and the ability to analyse and respond to queries emanating from training sessions. Good verbal and written communication skills. Computer literacy in MS Word, MS Excel, Outlook. Good organisational skills. Excellent managerial and leadership skills. Extensive knowledge and experience of working with infrastructure related legislation. Knowledge of PFMA, Finance instructions, Provincial and Treasury regulations, CIDB legislation, Infrastructure delegations and AOS and all applicable infrastructure procurement legislation. Knowledge of the Preferential Procurement Policy Framework Act 5 of 2000 (PPPFA).

DUTIES : Key result areas/outputs: Compile various training material and guides for Infrastructure procurement processes and other needs related to infrastructure

procurement. Compile a training prospectus and ensure distribution thereof to all Procuring Entities. Draft SCM Circulars and Instructions to ensure that training guides are circulated to all Procuring Entities that can be used to assist during the procurement process. Ensure that all training material is in line with current legislation and industry's best practices. Update training material according to changes within the industry and legislation. Identify training needs related to infrastructure procurement and facilitate training sessions to address the needs accordingly. Assist infrastructure Procuring Entities by analysing the current procurement processes and identifying gaps that must be addressed through training interventions, to ensure compliance throughout the procurement process. Provide training and support on various systems such as Eps, CIDB, CSD, WCSEB. Maintain a central database of all training material and guides that are accessible by all Procuring Entities within the Department. Compile a debrief document after each training session, indicating questions and answers that can be used to further develop training material and list the action items that were identified during the training session. Ensure action items are addressed timeously and provide feedback to the relevant Entity. Compile and distribute questionnaires to determine the effectiveness of the training material and identify possible areas for improvement. Maintain a database with details of all training sessions conducted. Ensure that training statistics are accurate and reported to Management.

- ENQUIRIES** : Mr S Olivier, email: francois.olivier@westerncape.gov.za
- APPLICATIONS** : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post. A practical test may form part of the interview process.
- CLOSING DATE** : 24 April 2026, 17:00PM
- POST 12/178** : **SENIOR ADMINISTRATIVE OFFICER: SUPPLY CHAIN MANAGEMENT (INFRASTRUCTURE POLICY DEVELOPMENT (2 POSTS))**
Chief Directorate: Supply Chain Infrastructure Governance
- SALARY** : R397 116 per annum
- CENTRE** : Head Office, Cape Town (Location Bellville Health Park)
- REQUIREMENTS** : Minimum educational qualifications: Appropriate 3-year National Diploma or Degree in Procurement and or Built Environment or equivalent. Experience: Appropriate experience working in an infrastructure-related environment. Competencies (knowledge/skills): Extensive knowledge of and practical experience in SCM systems such as CIDB, ePS, CSD and WCSEB. Good verbal and written communication skills. Computer literacy in MS Word, MS Excel, Outlook. Good organisational skills. Excellent managerial and leadership skills. Extensive knowledge and experience of working with infrastructure related legislation. Knowledge of PFMA, Finance instructions, Provincial and Treasury regulations, CIDB legislation, Infrastructure delegations and AOS and all applicable infrastructure procurement legislation. Knowledge of the Preferential Procurement Policy Framework Act 5 of 2000 (PPPFA).
- DUTIES** : Key result areas/outputs: Formulation and implementation of various forms of legislation relating to infrastructure procurement and ensure compliance in the application thereof. Communicate with all stakeholders about proposed changes in legislation. Facilitate meetings with relevant role players to analyse and discuss proposed changes in legislation. Draft changes into policy documents and communicate updated policy documents to all stakeholders after approval. Assist Procuring Entities with the interpretation of Policies, Delegations and other forms of legislation applicable to infrastructure procurement to ensure compliance. Assist Procuring Entities with various procurement methods based on their current SCM capacity. Assist end-users with dispute resolution and ensure the correct procedures are followed in terms of the contract and delegations. Identify potential infrastructure legislation that is causing challenges in the execution of the procurement process and arrange stakeholder engagements to propose possible changes. Draft SCM Circulars and SCM instructions relating to infrastructure procurement. Provide training and support on various forms of legislation relating to infrastructure procurement. Assist end-users with queries related to infrastructure procurement throughout all phases of the infrastructure procurement process. Identify and report any form of SCM abuse or compliance related issues throughout the infrastructure procurement cycle. Provide support to end-users

on various systems related to infrastructure procurement such as Eps, CSD, WCSEB and CIDB. Provide support to end-users on operational challenges related to infrastructure procurement and ensure timeous response to queries. Assist with Management of Non-Supplier performance and the reporting thereof.

ENQUIRIES : Mr S Olivier, email: francois.olivier@westerncape.gov.za
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
NOTE : No payment of any kind is required when applying for this post. A practical test may form part of the interview process.
CLOSING DATE : 24 April 2026, 17:00PM

POST 12/179 : **SENIOR ADMINISTRATIVE OFFICER: HUMAN RESOURCES (PAYROLL AND SERVICE BENEFITS) (2 POSTS)**

SALARY : R397 116 per annum
CENTRE : Groote Schuur Hospital, Observatory
REQUIREMENTS : Minimum educational qualification: Appropriate 3-year National Diploma or Degree. Experience: Appropriate experience in the PERSAL system. Appropriate Human Resource Administration, in all aspects of personnel and salary administration. Appropriate supervisory experience. Competencies (knowledge/skills): Ability to function independently and within a team context. Computer literacy (MS Word, Excel, PowerPoint, Outlook and PERSAL). Good interpersonal and conflict resolution skills. Knowledge of relevant Legislation. Leadership, organization, creative problem-solving and decision-making skills. Working knowledge of all aspects regarding Human Resources.

DUTIES : Key result areas/outputs: Provide support in the administration processes of E-Disclosure and Declarations. Application of the OSD regulations and prescripts. Coordinate, implement and monitor the relevant policies, procedures, prescripts regarding personnel, salary, commuted overtime, leave and administration in general as applicable in a staff office. Ensure efficient and effective quality and risk management in HR, including audit compliance, databases and reports. Interpret and implement policies, regulations and procedures and provide an effective and efficient assistance and support to clients, personnel, management and supervisors. Provide in-service training of personnel within the relevant section. Management of PERSAL functions. Manage and supervise the general staff office with a very high workload, which are responsible for all personnel and related matters.

ENQUIRIES : Mr CD Wehr, Tel no: (021) 404-2306
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a competency test.
CLOSING DATE : 24 April 2026, 17:00PM

POST 12/180 : **SENIOR STATE ACCOUNTANT: EXPENDITURE ANALYSIS AND MANAGEMENT REPORTING (2 POSTS)**
(12 Month Contract)

Directorate Management Accounting: Sub-Directorate: Strategic Budget Analysis

SALARY : R397 116 per annum plus 37% in lieu of service benefits
CENTRE : Head Office, Cape Town, stationed at Bellville Health Park
REQUIREMENTS : Minimum educational qualification: Appropriate three-year National Diploma or Degree in a financial field or data analytics. Experience: Appropriate experience in data analysis, financial administration and/or costing. Appropriate experience in using database management tools like Azure, SQL Server and Power Query will be advantageous. Appropriate experience in utilizing Microsoft Excel. Inherent requirements of the job: Valid Code B/EB driver's licence. Competencies (knowledge/skills): Demonstrated ability to analyse large, complex datasets, perform data cleaning and transformation, and generate actionable insights to support decision-making. Computer literacy with proficiency in MS Excel, Word, PowerPoint and other data management tools. Strong analytical mindset with the ability to translate raw data into meaningful insights, trends and visualisations for non-technical stakeholders. Basic understanding of cost management principles, budgeting and management accounting practices. Ability to work with and generate

- reports from large datasets to support planning and decision-making. Good report writing and communication skills. Ability to work independently as well as collaboratively with stakeholders. Intermediate to advanced Excel skills.
- DUTIES** : Key result areas/outputs: Perform data exploration, cleaning and transformation to ensure high-quality datasets for financial and operational analysis. Identify and analyze financial and budgetary risks through the review of expenditure and operational data. Prepare cost estimates, financial assessments and supporting documentation to inform planning and budgeting processes. Develop and monitor service volume and expenditure indicators to assess their impact on resource utilisation and expenditure efficiency. Develop and maintain financial reporting models and tools to support routine financial monitoring and forecasting. Extract, validate and consolidate data from multiple financial and operational systems for reporting purposes. Maintain and update large financial datasets and databases to ensure data accuracy and integrity. Monitor and support cash flow management and expenditure control for specific programmes or business units. Provide technical support and guidance to sectors/institutions on projection techniques and the interpretation of financial reports.
- ENQUIRIES** : Mr J De Beer, Tel no: (021) 815-8610
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post.
CLOSING DATE : 24 April 2026, 17:00 PM
- POST 12/181** : **PRIMARY HEALTH CARE ADMINISTRATIVE SUPPORT**
 Chief Directorate: Metro Health Services
- SALARY** : R397 116 per annum
CENTRE : Du Noon CHC
REQUIREMENTS : Minimum educational qualification: Grade 12 (or equivalent). Experience: Extensive experience in administration and support services within a health/public sector environment. Inherent requirements of the job: Standby duties as required. Competencies (knowledge/skills): Knowledge of public sector legislation, including PFMA, Public Service Act, Labour Relations Act, POPIA, OHS Act and SCM prescripts. Computer literacy (MS Office and applicable systems such as PERMIS, LOGIS, BAS, etc.). Sound knowledge of administrative processes, people management practices, financial and supply chain processes, information management, facility infrastructure maintenance, and applicable public service prescripts. Strong organisational, planning, communication and interpersonal skills are essential, along with proven contract management experience. Ability to draft and implement standard operating procedures. Good verbal and written communication skills. Ability to work under pressure and meet strict deadlines. Strong leadership and people management capability. Ability to analyse data and compile management reports.
- DUTIES** : Key result areas/outputs: Ensure effective and compliant patient administration and support services, including reception, cleaning services, information management, healthcare waste management and transport. Manage people, performance, leave administration and staff development in line with public service prescripts. Oversee supply chain, inventory and asset management to ensure audit readiness and uninterrupted service delivery. Coordinate infrastructure maintenance and provide utilities oversight to maintain a safe and functional facility environment. Lead quality assurance and continuous improvement initiatives to ensure regulatory compliance across support services.
- ENQUIRIES** : Mr R Hall, Tel no: (021) 200-4501
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post.
CLOSING DATE : 24 April 2026, 17:00 PM
- POST 12/182** : **EMS SHIFT LEADER GRADE 3 TO 6 (3 POSTS)**
 Chief Directorate: Emergency and Clinical Support Services
- SALARY** : Grade 3: R335 226 per annum
 Grade 4: R397 308 per annum
 Grade 5: R480 108 per annum

<u>CENTRE REQUIREMENTS</u>	<p>Grade 6: R589 443 per annum</p> <p>: Emergency Medical Services, Metropole and Rural Districts</p> <p>: Minimum educational qualification: Grade 3: Successful completion of the Intermediate Life Support (ILS) that allows registration with the HPCSA as Ambulance Emergency Assistant (AEA). Grade 4: Successful completion of the Emergency Care Technician Course (ECT) that allows registration with the HPCSA as Emergency Care Technician (ECT). Grade 5: Successful completion of the Critical Care Assistant course (CCA) or National Diploma that allows registration with the HPCSA as a Paramedic. Grade 6: Successful completion of the B-Tech Degree that allows registration with the HPCSA as an Emergency Care Practitioner (ECP). Registration with a professional council: Grade 3: Registration with the Health Professions Council of South Africa as an AEA. Grade 4: Registration with the Health Professions Council of South Africa as an ECT. Grade 5: Registration with the Health Professions Council of South Africa as a Paramedic. Grade 6: Registration with the Health Professions Council of South Africa as an ECP. Experience: Grade 4: Minimum of 3 years' experience within your current registration category with the Health Professions Council of South Africa as Emergency Care Technician (ECT). Grade 3: Minimum of 3 years' experience within your current registration category with the Health Professions Council of South Africa as Ambulance Emergency Assistant (AEA). Grade 5: Minimum of 3 years' experience within your current registration category with the Health Professions Council of South Africa as Paramedic (CCA or N.DIP). Grade 6: Minimum of 3 years' experience within your current registration category with the Health Professions Council of South Africa as Emergency Care Practitioner (ECP). Inherent requirement of the job: Valid code C1 driver's license. Current registration with HPCSA as an AEA, ECT, Paramedic or ECP. Current Professional driver's permit. Competencies (knowledge/skills): Excellent knowledge of all levels of emergency care protocols. Good communication and interpersonal skills. Computer literacy in the MS Office package. Report writing skills.</p>
<u>DUTIES</u>	<p>: Key result areas/outputs: Effective pre-hospital Emergency Medical Care and response to incidences when required. Ensure effective supervision and maintenance of Emergency Vehicles and equipment in line with the Financial and Fleet directives. Ensure effective report writing with regards to accident and incident reports, loss and theft control incidents and safety incidents. Ensure effective communication with regards to patients, colleagues, other services, and members of the Public. Supervise and manage rostered shifts and personnel in line with People Management policies and practices. Provide effective administrative support to the Supervisor when required.</p>
<u>ENQUIRIES</u>	<p>: EMS Eastern District Office – Mr M Petersen, tel. no. (021) 361-6568 / Ms N Mlatsha, tel. no. (021) 816-8807</p> <p>EMS Garden Route District Office - Mr J Jansen, tel. no. (044) 802-2517/ Ms L Jacobs, Tel no: (044) 802-252</p> <p>EMS West Coast District Office – Mr E Pedro, tel. no. (022) 433-8853 / Ms S Andrew, Tel no: (022) 433-8853.</p>
<u>APPLICATIONS</u>	<p>: Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications")</p>
<u>NOTE</u>	<p>: No payment of any kind is required when applying for this post.</p>
<u>CLOSING DATE</u>	<p>: 24 April 2026, 17:00 PM</p>
<u>POST 12/183</u>	<p>: <u>ADMINISTRATIVE OFFICER: ADMISSIONS</u></p>
<u>SALARY</u>	<p>: R325 101 per annum</p>
<u>CENTRE REQUIREMENTS</u>	<p>: Groote Schuur Hospital, Observatory</p> <p>: Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accountancy 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 environment. Competencies (knowledge/skills): Sound knowledge of Hospital Fees Memorandum Chapter 18, HIS CLINICOM/AR/Cognos) and BAS, UPFS, PMFA and Treasury Instructions. Knowledge of reconciliation between BAS and Billing system. Computer literacy (MS Word, Excel). Good interpersonal and labour relations abilities. Knowledge of Budgeting. Good Management Skills.</p>
<u>DUTIES</u>	<p>: Key result areas/outputs: Manage and control of the fees Follow-up department, staffing and reporting to line managers. Manage the debiting and crediting of all patient fees received from debtors, funders and other third</p>

parties, ensuring staff under the manager is allocated correct workloads. Manage the outstanding Private funded accounts/ high-cost accounts outstanding including engaging with relevant stakeholders (i.e. Medical Schemes, State Accounts, Case Managers and Patients). Ensure all follow-up procedures as per Hospital Fees Manual and Financial Instructions is maintained. Control and manage document batching.

ENQUIRIES : Mr MA Khan, tel. no. (021) 404-3248
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a practical test.
CLOSING DATE : 24 April 2026, 17: 00PM

POST 12/184 : **ADMINISTRATIVE OFFICER: HUMAN RESOURCE MANAGEMENT (PAYROLL AND SERVICE BENEFITS)**

SALARY : R325 101 per annum
CENTRE : Groote Schuur Hospital, Observatory
REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate Human Resource Administration. Appropriate experience in the PERSAL system. Experience in all aspects of personnel and salary administration. Competencies (knowledge/skills): Knowledge of relevant Legislation. Working knowledge of all aspects regarding Human Resources. Good interpersonal and conflict resolution skills. Ability to function independently and within a team context. Leadership, organization, creative problem-solving and decision-making skills. Computer literacy (MS Word, Excel, PowerPoint, Outlook and PERSAL).

DUTIES : Key result areas/outputs: Provide assistance and support to clients, personnel, management and supervisors. Render effective support to supervisor. Application of the OSD. Ensure efficient and effective quality and risk management in PM department, including audit compliance. Train and develop sub-ordinates. Approve PERSAL transactions. Act as revisor of PERSAL work. Administer and ensure effective and efficient implementation of Human Resource Management policies and prescripts. Responsible for the monitoring and evaluation of staff in terms of the Staff Performance Management Systems (SPMS). Supervise, plan and co-ordinate the section with regards to the relevant policies, procedures, prescripts with regards to personnel, salary administration, PILIR, leave, termination WCA, acting allowance, debt management, commuted overtime paysheet management, and administration of general service conditions in a staff office.

ENQUIRIES : Mr CD Wehr, Tel no: (021) 404-2306
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

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

CLOSING DATE : 24 April 2026, 17: 00PM

POST 12/185 : **PRINCIPAL PERSONNEL OFFICER: (EMPLOYEE SOURCING)**
 Chief Directorate: Metro Health Services

SALARY : R325 101 per annum
CENTRE : Southern/Western Sub-structure Office
REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in Recruitment and Selection. Supervisory experience. Inherent requirements of the job: Driver's License (Code B/EB). Competencies (knowledge/skills): Computer literacy (PERSAL, MS Word, Excel, Outlook, e-Recruitment system) Ability to execute duties accurately and thoroughly. Knowledge of Departmental Recruitment and Selection policy. Good interpersonal and problem-solving skills. Attention to detail.

DUTIES : Key result areas/outputs: Supervise the advertisement of posts, recruitment and selection process, verification and criminal record checks. Administer an establishment control function and confirm post details. Perform secretarial duties before, during and after interviewing processes. Administer the drafting of motivations and contracts. Apply knowledge of people management policies, procedures and directives with regard to the recruitment and selection process. Maintain and update databases. Capturing of adverts on SCUBED. Handle correspondence and enquiries (written and verbal). Effective support to

supervisor, Community Health Centre's and Hospitals and training of staff. Staff Performance Management and training and development of Sub-ordinates. Supervision of staff.

ENQUIRIES : Ms A Jacobs, Tel no: (021) 202-0957
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

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

CLOSING DATE : 24 April 2026, 17:00PM

POST 12/186 : **PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL INPATIENT)**
Garden Route District

SALARY : Grade 1: R324 384 per annum
Grade 2: R396 132 per annum
Grade 3: R476 367 per annum (Plus non-pensionable rural allowance of 8% of your annual basic salary).

CENTRE : Riversdale 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 or A 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. Registration with a professional council: Registration with SANC as a Professional Nurse. Experience: **Grade 1:** None after registration as Professional Nurse with the SANC in General Nursing. **Grade 2:** A minimum of 10 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. **Grade 3:** A minimum of 20 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirements of the job: Willingness to work shifts, night duty, overtime, public holidays and weekends. Willingness to rotate to other wards in the hospital and to work at the clinics in the Sub-district when needed. Competencies (knowledge/skills): Basic Computer literacy (MS Office). Ability to function independently, as well as in a multi-disciplinary team to ensure good patient care. Excellent communication skills (both written and verbal).

DUTIES : Key result areas/outputs: Provide direction and supervision for the implementation of the nursing plan (clinical practice or 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.

ENQUIRIES : Mr NL Mphato, Tel no: (028) 713 -8643
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

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 change in registration status).

CLOSING DATE : 24 April 2026, 17:00 PM

POST 12/187 : **PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL: NURSE TRAINING RELIEF)**
Chief Directorate: Rural Health District

SALARY : Grade 1: R324 384 per annum
Grade 2: R396 132 per annum
Grade 3: R476 367 per annum

CENTRE : Worcester Regional 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. OR A 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. Registration with a professional council: Registration with SANC as a Professional Nurse. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years appropriate/recognisable nursing experience after registration with the SANC as Professional Nurse in General Nursing. **Grade 3:** A minimum of 20 years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. Inherent requirements of the job: Ability to work shifts during the day and night, weekends and public holidays and overtime when required by supervisor. Willingness to rotate within different Functional Business Units. Competencies (knowledge/skills): The ability to function independently in a multi-disciplinary team and the ability to direct the team to ensure quality nursing care. Good problem solving, motivational and leadership skills.

DUTIES : Key result areas/outputs: Provide direction 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. Utilize human, material and physical resources efficiently and effectively. Ensure accurate collection and recording of data. Render support to the supervisor and colleagues.

ENQUIRIES : Mr S Bruiners, Tel no: (023) 348-1104
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

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 change in registration status).

CLOSING DATE : 24 April 2026, 17:00 PM

POST 12/188 : **PHARMACIST'S ASSISTANT: GRADE 1 TO 3 (POST BASIC) (INSTITUTIONAL)**
 Cape Winelands Health District

SALARY : Grade 1: R264 750 per annum
 Grade 2: R306 411 per annum
 Grade 3: R330 540 per annum

CENTRE : Worcester CDC
REQUIREMENTS : Minimum educational qualification: As required by the training facility and the South African Pharmacy Council (SAPC) plus a Post-Basic Pharmacist Assistant qualification that allows registration with the SAPC as a Pharmacist Assistant (Post-Basic) (Institutional). Registration with a professional council: Registration with the SAPC as Pharmacist's Assistant (Post-Basic) or Pharmacist's Assistant (Post-Basic) (Institutional). Experience: **Grade 1:** None after registration as Pharmacist's Assistant (Post Basic) with the SAPC. **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 requirements of the job: Valid (Code B/EB) driver's licence. Willingness to perform regular after-hours duties. Willingness to travel between PHC facilities in the BVSD and provide relief as Pharmacist's Assistant (Post Basic). Competencies (knowledge/skills): Computer literacy (MS Office: Word, Excel, PowerPoint and Outlook). Ability to work accurately under pressure and maintain a high standard of professionalism. Ability to work in a multi-disciplinary team with excellent interpersonal and communication skills. Appropriate knowledge of National and Provincial Health Policies, Medicines Act 101 of 1965, the Pharmacy Act 53 of 1974 and Public Finance Management

- DUTIES** : Act. Appropriate clinical and pharmaceutical knowledge. Innovative analytical thinking and the ability to initiate, co-ordinate, manage and sustain programs. Key result areas/outputs: Pharmaceutical service delivery according to legislation and scope of practice. Effective medicine supply management (Receiving, storage, control and distribution of pharmaceuticals) including cold chain management in all areas where medications are kept. Provision of health information, adherence counselling and advice on correct usage and storage of medication. Assistance with waste management and rational usage of resources. Compliance with policy and legislative requirements and Good Pharmacy Practice Guidelines. Assistance with the Chronic Dispensing Unit (CDU) processes.
- ENQUIRIES APPLICATIONS** : Ms N Mbila, Tel no: (023) 814-0290
Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
- 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 change in registration status).
- CLOSING DATE** : 24 April 2026, 17:00 PM
- POST 12/189** : **PHARMACIST ASSISTANT GRADE 1 TO 3 (POST BASIC) (INSTITUTIONAL)**
Cape Winelands Health District
- SALARY** : Grade 1: R264 750 per annum
Grade 2: R306 411 per annum
Grade 3: R330 540 per annum
- CENTRE REQUIREMENTS** : Stellenbosch Sub-district
Minimum educational qualification: As required by the training facility and the South African Pharmacy Council (SAPC) plus a Post-Basic Pharmacist Assistant qualification that allows registration with the SAPC as a Pharmacist Assistant (Post-Basic) (Institutional). Registration with a Professional Council: Registration with the SAPC as Pharmacist's Assistant (Post-Basic) or Pharmacist's Assistant (Post-Basic) (Institutional). Experience: **Grade 1:** None after registration as Pharmacist's Assistant (Post Basic) with the SAPC. **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 requirements of the job: Valid (Code B/EB) driver's licence. Willingness to perform regular after-hours duties. Willingness to travel between PHC facilities in the Stellenbosch subdistrict and provide relief as Pharmacist's Assistant (Post Basic) and to work as an Indirectly supervised pharmacist assistant at PHC facilities. Competencies (knowledge/skills): Computer literacy (MS Office: Word, Excel, PowerPoint and Outlook). Ability to work accurately under pressure and maintain a high standard of professionalism. Ability to work in a multi-disciplinary team with excellent interpersonal and communication skills. Appropriate knowledge of National and Provincial Health Policies, Medicines Act 101 of 1965, the Pharmacy Act 53 of 1974 and Public Finance Management Act. Appropriate clinical- and pharmaceutical- and stock management knowledge. Innovative analytical thinking and the ability to initiate, co-ordinate, manage and sustain programs.
- DUTIES** : Key result areas/outputs: Pharmaceutical service delivery according to legislation and scope of practice. Effective medicine supply management (Receiving, storage, control and distribution of pharmaceuticals) including cold chain management in all areas where medications are kept. Provision of health information, adherence counselling and advice on correct usage and storage of medication. Assistance with waste management and rational usage of resources. Compliance with policy and legislative requirements and Good Pharmacy Practice Guidelines. Assistance with the Chronic Dispensing Unit (CDU) processes.
- ENQUIRIES** : Ms E Wessels, Tel no: (021) 815-8307

<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	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 change in registration status).
<u>CLOSING DATE</u>	:	24 April 2026, 17:00PM
<u>POST 12/190</u>	:	<u>PHYSIOTHERAPIST GRADE 1 TO 3 (4 SESSIONS PER WEEK) (2 POSTS)</u> (3-Year Contract) Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R262 per hour Grade 2: R306 per hour Grade 3: R358 per hour
<u>CENTRE REQUIREMENTS</u>	:	Mowbray Maternity Hospital Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Physiotherapist. Registration with a Professional Council: Registration with the HPCSA as a Physiotherapist. Experience: Grade 1: None after registration with the HPCSA as Physiotherapist in respect of RSA-qualified employees. 1-year relevant experience after registration with the HPCSA as Physiotherapist 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 Physiotherapist in respect of RSA-qualified employees. A Minimum of 11 years relevant experience after registration with the HPCSA as Physiotherapist 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 Physiotherapist in respect of RSA-qualified employees. A minimum of 21 years relevant experience after registration with the HPCSA as Physiotherapist in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Competencies (knowledge/skills): Knowledge of applicable health legislation, relevant Acts and Public Service Policies and Procedures. Experience with the Infant Neuromotor Assessment (INA) as a screening tool as well as experience in infant assessment and treatment of infants. Ability to work independently and in a multi-disciplinary team. Computer literacy.
<u>DUTIES</u>	:	Key result areas/outputs: Assess and treat patients within a tertiary level Neonatology Service including High Care units as well as in Neonatal High Risk follow up outpatient clinic. Be responsible for administration related to patient care as well as departmental administration. Management of assets in allocated work area. Assist in the clinical teaching/supervision of undergraduate students and post graduate paediatricians training in infant assessment.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr AD Daniels, Tel no: (021) 659-5562 Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	:	24 April 2026, 17:00 PM
<u>POST 12/191</u>	:	<u>ARTISAN PRODUCTION GRADE A TO C (CARPENTRY AND WOOD-MACHINE JOINERY)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade A: R243 597 per annum Grade B: R285 816 per annum Grade C: R332 061 per annum
<u>CENTRE REQUIREMENTS</u>	:	New Somerset Hospital Minimum educational qualification: Appropriate trade test Certificate (Carpentry). Experience: Grade A: No experience required. Grade B: At least

18 years appropriate/recognisable experience in the area after obtaining the relevant Trade Test Certificate. **Grade C:** At least 34 years appropriate/recognisable experience in the area after obtaining the relevant Trade Test Certificate. Inherent requirements of the job: Valid driver's license. Willingness to perform standby duties and overtime should the need arise. Competencies (knowledge/skills): Good communication skills. Conversant with the requirement of the Machinery and Occupational Health and Safety Act. Ability to supervise workshop staff.

- DUTIES** : (key result areas/outputs): Carry out routine inspections, maintenance and repairs including alterations and installation of building/carpentry/furniture, fittings and in the manufacturing of assistive devices. Assist Artisan Foreman with administration duties, planning and schedules. Complete and return repair requisitions and assist in ordering and controlling in workshop, materials and tools. Do quality checks on all maintenance and repair work performed and keep register of all work done. Liaise with all relevant personnel in ensuring New Somerset Hospital is within regulations regarding all carpentry and wood machine joinery. Supervise and training of staff.
- ENQUIRIES** : Mr AA Challis, tel. no. (021) 402-6530
- APPLICATIONS** : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
- NOTE** : No payment of any kind is required when applying for this post.
- CLOSING DATE** : 24 April 2026, 17:00PM

POST 12/192 : **ADMINISTRATION CLERK: SUPPORT**
Garden Route District

- SALARY** : R228 321 per annum
- CENTRE** : Heidelberg Clinic
- REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in administration and reception environment. Appropriate experience in Patient Registration, Records Management and Archive policies Appropriate experiences in Information Management Systems (PHCIS, Tier.net, SINJANI, Ideal Clinic). Inherent requirement of the job: Valid (Code B/EB) driver's licence Willingness to rotate between Reception and Information Management. Willingness to do relieve duties in other facilities in Hessequa Sub District. Competencies (knowledge/skills): Knowledge and experience in departmental systems, i.e Health Information Systems (PHCIS, SINJANI, Tier.Net, Ideal Clinic). Knowledge of Registry, Reception Services, Medical Records, Disposal and Record Management Policies. Microsoft Package (MS Excel, Word, Power Point) Good communication skills (verbal and written)

DUTIES : Key result areas/outputs: Leadership and governance by ensuring implementation of DOH policies, guidelines and SOP's. Effective and efficient management of Reception Services and Registry functions. Client service and support. Data management. SCM and Equipment management.

- ENQUIRIES** : Ms E Braaf, Tel no: (028) 713 -8644
- APPLICATIONS** : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post. Candidates will be required to undergo a practical assessment.
- CLOSING DATE** : 24 April 2026, 17:00 PM

POST 12/193 : **ADMINISTRATION CLERK: ADMISSIONS**
Cape Winelands Health District

- SALARY** : R228 321 per annum
- CENTRE** : Montagu PHC Clinic, Langeberg Sub-district
- REQUIREMENTS** : Minimum educational qualification: Senior Certificate or equivalent. Experience: Appropriate experience in PHC Facility. Experience in PHCIS, NHLs, Sinjani, Ideal Clinic and IPWIS. Experience in filing system. Inherent requirement of the job: Willingness to work on mobile clinic and overtime when needed. Valid (Code B / EB) driver's licence. Competencies (knowledge/skills): Computer literacy (MS Word and Excel). The ability to accept accountability and responsibility with good interpersonal skills, the ability to maintain confidentiality and excellent communication skills (verbal and written).

DUTIES : Key result areas/outputs: General administrative support for fixed PHC Clinic and 3 Mobile clinics. Compile and capture headcounts, HIV and TB data and

statistics daily, weekly, and monthly on relevant systems. Appointment folders drawn and prepared according to appointment lists at least one workday before the time. All folders drawn checked for complete personal details, completed or updated if needed and enough stickers in folder. Facility folder is to be opened for all new clients, correct stationery is placed in the folders, personal details of client completed and stickers to be printed. Registry maintenance – correct refiling of active folders as received back in registry within two days and removal, archiving and disposal of inactive files according to policy. Answering the phone and dealing with enquiries, making appointments for the services in the facility and for the mobiles.

ENQUIRIES : Ms MP Williams, Tel no: (023) 626-8548
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post. Shortlisting candidates may be subjected to a practical and competency test as part of the interview process.

CLOSING DATE : 24 April 2026, 17:00 PM

POST 12/194 : **ADMINISTRATION CLERK: SUPPLY CHAIN MANAGEMENT**
 Chief Directorate: Metro Health Services

SALARY : R228 321 per annum
CENTRE : Brackengate Transitional Care Facility
REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics or Accountancy as passed subject and/or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KRA's) of the post. Experience: Appropriate experience in Supply Chain Management & Finance Administrative processes. Inherent requirements of the job: Valid Code B/EB driver's licence. Willingness to travel and work overtime when required. Competencies (knowledge/skills): Knowledge of LOGIS, EPS, CSD, WCSEB, ESL and BAS Systems. Knowledge of the PFMA, National and Provincial Treasury Regulations. Knowledge of the Accounting Officer's System of the Department of Health including delegations. Computer literacy (MS Word, Excel, PowerPoint). Good communication and interpersonal skills. Ability to function independently as well as in a multi-disciplinary team.

DUTIES : Key result areas/outputs: Manage acquisition of goods or services. Assist end-users with compilation of specifications. Ensure effective and efficient procurement are done in time, as per approved Budget. Capture requisitions and other documentation of the Supply Chain (LOGIS) system. Warehouse management. Monthly SCM reporting. Communicate and take minutes for the Quotation Committee. Capturing and processing of LOGIS and BAS payments on receipt and in compliance to the PFMA, NTR's, PTI's and Departmental Finance Instructions and Circulars. Follow up on outstanding commitments. File all relevant documentation and ensure audit compliance. Handle supplier queries and regular communication with end-users. Provide support to colleagues and supervisors.

ENQUIRIES : Ms S Mkweta, Tel no: (021) 370-2328
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

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

CLOSING DATE : 24 April 2026, 17:00 PM

POST 12/195 : **ADMINISTRATION CLERK: INFORMATION MANAGEMENT**
 Chief Directorate: Metro Health Services

SALARY : R228 321 per annum
CENTRE : Valkenberg Hospital
REQUIREMENTS : Minimum educational qualification: Senior certificate (or equivalent). Experience: Appropriate information management experience in a health environment. Appropriate CLINICOM experience. Competencies (knowledge/skills): Good communication skills. Computer skills in MS Office. Good interpersonal, verbal and written communication skills. Ability to work independently, and as part of a team. Ability to maintain confidentiality, problem-solving and conflict management with good organisational skills. Official must have a good understanding of the daily running of the information

management department in a health environment and a good understanding of the department protocols and policies.

DUTIES : Key result areas/outputs: System administration and control of Health Information Systems. Do data quality checks, folder audits and provide information management statistics. Render IT support to the hospital. Give technical advice in purchasing of IT equipment from Government tenders and control and administration of DITCOM applications. Give training to hospital staff relating to IT, Health Information Systems and orientate staff regarding trouble shooting errors. Communicating and liaising with various stakeholders regarding information management and IT issues or support. Provide office administration to supervisor and the information management department.

ENQUIRIES : Mr L Baartman, Tel no: (021) 826-5863

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

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

CLOSING DATE : 24 April 2026, 17:00 PM

POST 12/196 : **ADMINISTRATION CLERK: SUPPORT (OBSTETRICS AND GYNAECOLOGY)**

SALARY : R228 321 per annum

CENTRE : Groote Schuur Hospital, Observatory

REQUIREMENTS : Minimum educational qualification: Senior certificate (or equivalent). Experience: Appropriate administrative experience. Competencies (knowledge/skills): Ability to communicate effectively (verbal and written). Ability to manage conflict in calm manner (ability to de-escalate). Ability to work independently and execute tasks with high efficiency. Good interpersonal skills and ability to work with multiple stakeholders in hospital environment. Good secretarial and administrative skills. Good computer literacy in MS Office (word, excel, PowerPoint, Teams, Outlook).

DUTIES : Key result areas/outputs: Manage the office of the Manager: Medical Services, Mother Women Child and Adolescent Health Care. Provide administrative support to the Manager. Provide meeting support to the Manager. Provide manager with quality assurance support (complaints and audits). Act as Medical Intern administrator in support of medical intern manager.

ENQUIRIES : Dr A Osman or Dr L Schoeman, Tel no: (021) 404-6020 or email: [ayesha.osman@uct.ac.za/](mailto:ayesha.osman@uct.ac.za) leanne.schoeman@uct.ac.za or marilyn.koks@uct.ac.za

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

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

CLOSING DATE : 24 April 2026, 17:00 PM

POST 12/197 : **ADMINISTRATION CLERK: SUPPORT**
Chief Directorate: Metro Health Services

SALARY : R228 321 per annum

CENTRE : Metro TB Hospital Complex (Brooklyn Chest Hospital)

REQUIREMENTS : Minimum educational qualification: Senior certificate (or equivalent). Experience: Appropriate administrative experience. Inherent requirements of the job: A valid (code B/EB) driver's licence. Willingness to travel. Willingness to assist and perform walk-round duties within the hospital premises. Competencies (knowledge/skills): Knowledge and experience in Health Information Systems and data capturing (Sinjani, CLINICOM and Ideal Health Facility). Extensive knowledge of computer skills in MS Office. Good interpersonal and communication skills. Ability to produce accurate and reliable outputs within a pressured and deadline driven environment. Attention to detail.

DUTIES : Key result areas/outputs: Provide administrative support to the information management, quality assurance and office of CEO. Provide basic IT and desktop support to end users. Ensure efficient training and meeting coordination and support. Perform data handling and project support.

ENQUIRIES : Mr CB Plaatjies, Tel no: (021) 508-7400

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

NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates will be subject to a written and oral assessment. The pool of applicants will be considered for vacancies within the Chief Directorate: Metro

Health Services, for a period of 3 months from date of advert, provided that the job title, core functions, inherent requirements, and salary level are the same as those of the advertised post.

- CLOSING DATE** : 24 April 2026, 17:00 PM
- POST 12/198** : **ADMINISTRATION CLERK: ADMISSIONS FEES DEPARTMENT (PATIENT ADMINISTRATION)**
- SALARY** : R228 321 per annum
CENTRE : Grootte Schuur Hospital, Observatory
REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accountancy as a passed subject and /or Senior Certificate with experience / competencies that focus on the Key Performance Areas (KRA's) of the post. Experience: Appropriate experience in a Fees-related environment dealing with CLINICOM Patient Administration. Inherent requirements of the job: Rotate in fees department as per operational requirements if required Competencies (knowledge/skills): Computer literacy. (Ms Outlook, Ms Excel). Knowledge of Hospital Fees Memorandum 18, UPFS, HIS, CLINICOM, Billing and Finance instructions. Good communication skills (verbal and written). Strong sense of confidentiality.
- DUTIES** : Key result areas/outputs: CLINICOM patient registration functions attendances, disposals as per PGWC Hospital Fees policies and procedures including booking of appointments & patients transport on Healthnet. Attending to patient queries (both verbal and written). Responsible for handling and receiving of public money, Cash Collection and Banking of State Money. Debiting of Charge Entries to invoices as per UPFS and PGWC billing procedures including ICD10 capturing. Provide administrative and secretarial support services to the department. Various Reception tasks or duties assigned to you by immediate supervisor as required.
- ENQUIRIES** : Mr R Swail, Tel no: (021) 404-2333
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications")
- NOTE** : No payment of any kind is required when applying for this post.
CLOSING DATE : 24 April 2026, 17:00 PM
- POST 12/199** : **PERSONNEL OFFICER (EMPLOYEE BENEFITS)**
Chief Directorate: Metro Health Services
- SALARY** : R228 321 per annum
CENTRE : Southern/Western Sub-Structure Office
REQUIREMENTS : Minimum educational qualification: Senior Certificate or equivalent. Experience: Appropriate experience in recruitment and selection. Competencies (knowledge/skills): Ability to work under pressure, meet deadlines and to maintain confidentiality. Computer literate (i.e MS Word, Excel, Outlook, E-recruitment system and PERSAL). Good interpersonal, decision-making, problem-solving skills and the ability to function in team as well as independently. Ability to execute duties accurately and thoroughly.
- DUTIES** : Key result areas/outputs: Perform all administrative duties pertaining to the employee sourcing section e.g. assist with the compilation of advertisements, capturing of adverts on e-Recruitment system, recruitment and selection processes, logistical arrangements for all posts, verifications of documents, transfers and general administrative duties, including handling of correspondence and enquiries. Perform secretarial duties before, during and after interviewing processes. Liaise with relevant role players with regards to recruitment and selection matters. Assist with the drafting of motivations and submissions. Maintain and update databases. Capture adverts on the SCUBED system. Provide an effective support service to supervisor, managers and assist managers with the E-recruitment system.
- ENQUIRIES** : Ms A Jacobs, Tel no: (021) 202-0957
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post. Short-listed candidates will be subjected to a practical/written and oral assessment.
CLOSING DATE : 24 April 2026, 17:00PM

- POST 12/200** : **ADMINISTRATION CLERK: ADMISSIONS**
West Coast Health District
- SALARY** : R228 321 per annum
CENTRE : Swartland Hospital
REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accountancy as a passed subject and/or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KRA's) of the post. Experience: Appropriate experience in a hospital and patient fees environment. Inherent requirements of the job: Willingness to work overtime and as reliever for the Admissions section. Competencies (knowledge/skills): Good interpersonal and organisational skills, and computer literacy (MS Office). Good verbal and written communication skills. Knowledge of Uniform Patient Fees Schedule (UPFS), Hospital Memorandum 18 and Public Finance Management Act (PFMA). Knowledge of CLINICOM and AR systems.
- DUTIES** : Key result areas/outputs: Register patients and assess patients according to Hospital Memorandum 18 and UPFS manual. Render effective cashier services. Maintain patient appointment system. Render effective medical records service. Render support function to supervisor.
- ENQUIRIES** : Mr V Ratshana, Tel no: (022) 487-9244
APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
- NOTE** : No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical test.
- CLOSING DATE** : 24 April 2026, 17:00PM
- POST 12/201** : **ADMINISTRATION CLERK: SUPPORT (WARDS)**
Chief Directorate: Metro Health Services
- SALARY** : R228 321 per annum
CENTRE : Western Cape Rehabilitation Centre
REQUIREMENTS : Minimum educational qualification: Senior certificate (or equivalent). Experience: Appropriate experience in administration in a hospital environment. Inherent requirements of the job: Ability to work within a team. Willingness to rotate and assist in other areas as required. Competencies (knowledge/skills): Must be computer literate and skilled in Microsoft Word and Excel. Good interpersonal /communication skills (read and write). Ability to work under pressure and to meet deadlines. Ability to do problem solving and to keep confidentiality. Good planning and organisational skills. Sound knowledge of clerical and administrative processes.
- DUTIES** : Key result areas/outputs: Assist with patient administration processes, according to the departmental procedures for information management on CLINICOM (admissions, discharges, inter hospital transfers, appointments, abscondment and deaths. Record and report daily patient head count on manual registers. Ensure discharge forms and UPF charge sheets are completed with the correct ICD10 codes and support the capturing of UPFS and related billing processes. Responsible for resources (consumables and assets) according to the supply chain procedures. Handle patient and public enquiries, receive direct telephone calls, and communicate effectively with patients, families and staff. Provide administrative support to the ward and multidisciplinary teams (i.e. photocopying, filing of documentation, minute taking etc.) Assist in the compilation and summarizing of statistical data and submit monthly reports and perform other lawful duties as delegated by the supervisor.
- ENQUIRIES** : Ms P Fourie, Tel no: (021) 370-2489
APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
- NOTE** : No payment of any kind is required when applying for this post.
- CLOSING DATE** : 24 April 2026, 17:00PM
- POST 12/202** : **STAFF NURSE GRADE 1 TO 3 (WARD 7 AND 8, PSYCHOGERIATRIC (2 POSTS))**
Chief Directorate: Metro Health Services
- SALARY** : Grade 1: R220 614 per annum
Grade 2: R262 287 per annum

<u>CENTRE REQUIREMENTS</u>	Grade 3: R306 798 per annum Alexandra Hospital 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/recognizable experience in nursing after registration with the SANC as a Staff Nurse. Grade 3: A minimum of 20 years appropriate/ recognizable experience in nursing after registration with the SANC as a Staff Nurse. Inherent requirement of the job: Willingness to work shifts, day and night duty, weekends, and public holidays to meet the operational requirements. Must be prepared to assist in all departments according to operational requirements. Competencies (knowledge/skills): Good communication and interpersonal relationships. Basic computer skills in MS Word, Excel, Outlook. Knowledge of relevant legislation and policies of the Department of Health Western Cape.
<u>DUTIES</u>	Key result areas/outputs: Development and implementation of basic patient care. Provide basic clinical nursing care. Effective utilization of physical and financial resources. Maintain professional growth/ethical standards and self-development.
<u>ENQUIRIES APPLICATIONS</u>	Ms B Wiener, Tel no: (021) 503-5000/5030 Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	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 to candidates who apply for the first time for registration with the SANC (including individuals who must apply for change of registration status). Candidates will be subjected to a written/practical and oral assessment.
<u>CLOSING DATE</u>	24 April 2026, 17:00 PM
<u>POST 12/203</u>	<u>STAFF NURSE GRADE 1 TO 3</u> West Coast District
<u>SALARY</u>	Grade 1: R220 614 per annum Grade 2: R262 287 per annum Grade 3: R306 798 per annum
<u>CENTRE REQUIREMENTS</u>	Hopefield CC Minimum educational qualification: Qualification that allows registration with the SANC as an Enrolled 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/recognizable experience in nursing after registration with the SANC as a Staff Nurse. Grade 3: A minimum of 20 years' appropriate/recognizable experience in nursing after registration with the SANC as a Staff Nurse. Inherent requirements of the job: Valid (Code B/EB) driver's license. Good interpersonal relations, willingness to travel and relief in other clinics when needed. Competencies (knowledge/skills): Knowledge of the Nursing Act and relevant regulations Knowledge of the Medicines Control Act, Mental Health Care Act, Child Health Act, and other relevant legislation. Ability to work independently and in a multi-disciplinary team.
<u>DUTIES</u>	Key result areas/outputs): Provide basic clinical nursing care. Development and implementation of basic patient care plans. Effective utilization of resources. Maintain professional growth/ethical standards and self-development. Community Participation.
<u>ENQUIRIES APPLICATIONS</u>	Ms CM Jooste, tel. no. (022) 814-0020 Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	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 with their job application/on appointment. 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”
<u>CLOSING DATE</u>	:	24 April 2026, 17:00 PM
<u>POST 12/204</u>	:	<u>STAFF NURSE GRADE 1 TO 3 (NURSING RELIEF)</u> Cape Winelands Health District
<u>SALARY</u>	:	Grade 1: R220 614 per annum Grade 2: R262 287 per annum Grade 3: R306 798 per annum
<u>CENTRE REQUIREMENTS</u>	:	Stellenbosch Hospital Minimum educational qualification: Qualification that allows registration with the SANC as Staff Nurse. Registration with a professional council: Registration with SANC as Staff Nurse. Experience: Grade 1: None. Grade 2: A minimum of 10 years appropriate/recognisable nursing experience after registration with the SANC as Staff Nurse. Grade 3: A minimum of 20 years appropriate/recognisable nursing experience after registration with SANC as Staff Nurse. Inherent requirements of the job: Willingness to work shifts, night and day shifts, weekends, public holidays and overtime when necessary. Willingness to work in all wards of the hospital. Competencies (knowledge/skills): Good communication and interpersonal relationships. Basic computer skills in MS Word, Excel. Enhance patient care through the implementation of SOP's, policies, and guidelines. Ability to work under pressure.
<u>DUTIES</u>	:	Key result areas/outputs: Development and implementation of basic patient care. Provide basic clinical care in a resource constrained PHC setting. Effective utilization of physical and financial resources. Maintain professional growth/ethical standards and self-development.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms. J Skippers, Tel no: (021) 808-6190 Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	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 change in registration status).
<u>CLOSING DATE</u>	:	24 April 2026, 17:00PM
<u>POST 12/205</u>	:	<u>FORENSIC PATHOLOGY OFFICER GRADE 1 TO 2 (2 POSTS)</u> Chief Directorate: Emergency and Clinical Services Support
<u>SALARY</u>	:	Grade 1: R217 092 per annum Grade 2: R252 840 per annum
<u>CENTRE REQUIREMENTS</u>	:	Observatory Forensic Pathology Institute (OFPI), Forensic Pathology Services Minimum educational qualification: Senior Certificate with having achieved Mathematics, Life Science and/ or Biology as passed subjects. Experience: Grade 1: None. Grade 2: 10 year's appropriate experience. Inherent requirement of the job: Valid Code B/EB driver's license. Ability to interpret and apply policies. Ability to work under pressure. Ability to work with and lift corpses, (mutilated, decomposed, infectious viruses, obese). Be willing to work shifts and overtime. Competencies (knowledge/skills): Ability to communicate clearly and discreetly in person and in writing. Ability to be trained in 4X4 Vehicle handling. Ability to be trained in photography. Willingness to assist with duties in an X-ray room. Willingness to be trained in Forensic Investigation and Dissection. Willingness to be trained in Forensic Pathology Business Processes. Ability to achieve and maintain good interpersonal and working relations with staff and clients. Computer and software literacy. Will be required to deliver testimony in court proceedings.
<u>DUTIES</u>	:	Key result areas/outputs: Effective and efficient recovery, storage and processing of deceased. An effective Forensic autopsy process rendered in accordance with set standards and guidelines. Optimal control of reports and statements during and after the Forensic Mortuary process. An effective and efficient Management of Unknown corpses. An efficient support service to the

		Manager with regard to Corporate and Clinical Governance functions of the Observatory Forensic Pathology Institute.
<u>ENQUIRIES</u>	:	Mr RH Pietersen, email: Richard.Pietersen@westerncape.gov.za
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. The candidate will be subjected to an interview and competency test. Candidates will be subjected to security clearance prior to appointment. The pool of applicants will be considered for vacancies within Forensic Pathology Service, Observatory Forensic Pathology Institute for a period three months from the date of the advert, provided that the job title, core functions, inherent requirements and salary level are the same as those of the advertised post.
<u>CLOSING DATE</u>	:	24 April 2026, 17:00 PM
<u>POST 12/206</u>	:	<u>HOUSEKEEPING SUPERVISOR</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R193 359 per annum
<u>CENTRE</u>	:	Khayelitsha District Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: General Education and Training Certificate (GETC)/ Grade 9 (Std 7) Experience: Appropriate housekeeping experience in a hospital environment. Inherent requirement of the job: Willingness to work shifts including weekends and public holidays, overtime and ability to lift heavy objects. Competencies (knowledge/skills): Must have knowledge of hospital cleaning protocols and procedures. Ability to manage and supervise employees. Knowledge of hospital cleaning machinery, consumables and equipment's. Knowledge of hospital environmental hygiene, infection prevention and control. Knowledge of hospital health care waste risk and linen management. Knowledge of disciplinary procedure.
<u>DUTIES</u>	:	(key result areas/outputs): Maintain a high standard of cleanliness and hygiene within with hospital environment. Oversee and control health care waste risk and linen. Effective and efficient management and control of cleaning equipment, material and machinery. Supervision of permanent staff and outsourced cleaning staff. Provide general support to supervisor.
<u>ENQUIRIES</u>	:	Ms A Gonya- Morara, Tel no: (021) 360-4229/4412
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	:	24 April 2026, 17:00 PM
<u>POST 12/207</u>	:	<u>NURSING ASSISTANT: GRADE 1 TO 3 (VARIOUS WARDS) (8 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R174 261 per annum Grade 2: R203 271 per annum Grade 3: R239 559 per annum
<u>CENTRE</u>	:	Red Cross War Memorial Children's Hospital, Rondebosch
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Qualification that allows registration with the South African Nursing Council (SANC) as a Nursing Assistant. Registration with a professional council: Registration with the SANC as a Nursing Assistant. Experience: Grade 1: None. Grade 2: A minimum of 10 years appropriate/recognizable experience in nursing after registration with the SANC as a Nursing Assistant. Grade 3: A minimum of 20 years' appropriate/recognizable experience in nursing after registration with the SANC as a Nursing Assistant. Inherent requirements of the job: Willingness to work shifts and public holidays. Annual receipt and license to practice. Willingness to rotate within the hospital as per operational requirements. Competencies (knowledge/skills): Basic communication skills (both verbal and written. Ability to function effectively as part of a team. Good human relationships. The ability to render nursing care of an acceptable and safe standard.
<u>DUTIES</u>	:	Key result areas/outputs: Assist patients with activities of daily living (physical care). To provide elementary clinical nursing care. Effective utilization of physical and financial resources. Maintain professional growth/ ethical standards and self-development.
<u>ENQUIRIES</u>	:	Ms M Franken, Tel No: (021) 658-5187
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

- 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 to candidates 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** : 24 April 2026, 17:00 PM
- POST 12/208** : **TRADESMAN AID**
Central Karoo District
- SALARY** : R163 680 per annum
CENTRE : Beaufort West Hospital
REQUIREMENTS : Minimum educational requirement: Grade 10 (or equivalent). Experience: Appropriate knowledge of hospital plant, laundry equipment and machinery. Inherent requirement of the job: Physically fit to perform duties and work at heights and in confined spaces. Work overtime should the need arise, day or night, and perform standby duties. Valid (Code B/EB) driver's license. Willingness to travel and work at all Public Health Institutions within the Central Karoo District. Competencies (knowledge/skills): Ability to function independently, plan (pro-active) and work in a team. Ability to adhere to safety standards. Ability to handle conflict and problem-solving situations. Ability to communicate effectively both verbal and written.
- DUTIES** : Key result areas/outputs: Routine Maintenance and repairs of equipment, plant, and tools. Electrical, Mechanical, Plumping, Building and Infrastructure maintenance and repairs. Ensure an organised and neat workshop / office space. Job Requisitions and Administrative duties and functions. Adhere to Occupational Health and Safety standards. Support to Supervisor.
- ENQUIRIES** : Mr C Makwela, Tel No: (023) 414 - 8200
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post. Short listed applicants will be subjected to practical test
- CLOSING DATE** : 24 April 2026, 17:00 PM
- POST 12/209** : **STERILISATION OPERATOR PRODUCTION**
Chief Directorate: Metro Health Services
- SALARY** : R163 680 per annum
CENTRE : Mitchell's Plain District Hospital
REQUIREMENTS : Minimum educational qualification: General Education and Training Certificate (GETC)/ grade 9 (Std 7). Experience: Appropriate experience within the central sterilization supply department. Inherent requirements of the job: Willingness to work shifts including weekends, public holidays and night duty. Competencies (knowledge/skills): Good interpersonal relations skills. Ability to work in a co-operative way within a team context.
- DUTIES** : Key result areas/outputs: Effective application of sterilisation processes and techniques and promote adhere to infection control as well as health and safety regulations. Decontamination, packing and sterilization of instruments linen and supplies. Assist with cleaning and testing of sterilisation equipment, washing machine and autoclaves. Maintain equipment in an optimum working condition and utilisation of resources. Use autoclaves, washing machines & equipment/consumables in a cost-effective manner. Monitor, control and maintain adequate stock levels. Report and assist with investigation of lost instruments, equipment.
- ENQUIRIES** : Mr R Geswindt, Tel No: (021) 377-4410
APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
- NOTE** : No payment of any kind is required when applying for this post. The pool of applications will be considered for vacancies within the Chief Directorate: Metro Health Services, for a period of three months from the date of the advert, provided that the job title, core functions, inherent requirements, and salary level are the same as those of the advertised post.
- CLOSING DATE** : 24 April 2026, 17:00PM

POST 12/210 : **CLEANER**
West Coast Health District

SALARY : R138 486 per annum
CENTRE : Malmesbury CDC
REQUIREMENTS : Minimum requirement: Basic numeracy and literacy skills. Experience: Appropriate cleaning experience in a Health facility. Inherent requirements of the job: Willingness to work at other clinics in the Sub-district. Competencies (knowledge/skills): The ability to communicate. The ability to do physical tasks and operate heavy duty cleaning and household equipment.

DUTIES : Key result areas/outputs: Responsible for cleaning duties, including sweeping, dusting, mopping, scrubbing, polishing, refuse handling, cleaning windows and interior walls; maintenance of general neatness and hygiene of the clinic area. Effective and efficient utilization and storage of cleaning material and equipment. Adhering to safety precautions and ensure adherence to occupational health and safety policy. Support Waste Management Render support to the Operational Manager with general housekeeping duties such as control of cleaning and household equipment and care of linen. Attend in-service training appropriate to service delivery. Adheres to loyal service ethics.

ENQUIRIES : Mr R Christoffels, Tel No: (022) 482-2729
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 24 April 2026, 17:00PM

POST 12/211 : **DRIVER (LIGHT DUTY VEHICLE)**
Chief Directorate: Metro Health Services

SALARY : R138 486 per annum
CENTRE : Eerste River Hospital
REQUIREMENTS : Minimum requirement: Basic numeracy and literacy. Experience: Appropriate driving experience, including transportation of employees and delivery of goods. Inherent requirement of the job: Valid (Code B/EB) driver's licence. Valid Public Driving Permit (PDP). Physically fit and able to lift and load heavy items. Work overtime as per needs requirement and perform standby duties after hours, including weekends and public holidays. Competencies (knowledge/skills): Must be able to speak clearly, read and write accurately. Knowledge of Transport regulations (Handbook 1 of 2019). Ability to accept accountability, responsibility and to work independently. Good interpersonal and safe driving skills.

DUTIES : Key result areas/outputs: Transport goods, services, clients, medication, equipment and personnel from one point to another. Transport of patients with an escort. Deliver and collect all daily posts to the relevant institution on a daily basis. Ensure accurate completion of logbooks. Conduct routine maintenance, inspecting vehicles, and timely reporting of defects. Adhere to departmental codes and procedures. Ensure that all vehicles are kept clean and tidy. Support to the supervisor and Clinics when required.

ENQUIRIES : Mr J Levy, Tel No: (021) 902-8077
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post. The pool of applicants will be considered for similar vacant posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert. Candidates will be subjected to a written/practical and oral assessment.

CLOSING DATE : 24 April 2026, 17:00 PM

POST 12/212 : **DRIVER (LIGHT DUTY VEHICLE)**
Chief Directorate: Metro Health Services

SALARY : R138 486 per annum
CENTRE : False Bay Hospital
REQUIREMENTS : Minimum requirement: Basic literacy and numeracy skills. Experience: Appropriate experience within a healthcare environment. Inherent requirement of the job: Valid Public Drivers Permit (IPDP). Code (B/EB/C1) driver's license. Work overtime and perform standby duties. Competencies (knowledge/skills): Knowledge of Government Motor transport Handbook version 1 of 2019. Good

knowledge of road networks in the Peninsula. Ability to accept accountability and responsibility and to work independently and unsupervised. Good interpersonal and safe driving skills.

DUTIES : Key result areas/outputs: Transport goods, services, medication, equipment, bloods and personnel from one point to another. Conduct routine cleaning, maintenance, inspecting on vehicles and timely reporting of defects. Ensure optimal utilization of vehicles. Render an effective messenger and support service.

ENQUIRIES : Ms L Shoosmith, Tel No: (021) 832-5211

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

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

CLOSING DATE : 24 April 2026, 17:00 PM

POST 12/213 : **GROUNDSMAN**
Chief Directorate: Metro Health Services

SALARY : R138 486 per annum

CENTRE : Eerste River Hospital

REQUIREMENTS : Minimum requirement: Basic reading, writing and numerical skills. Experience: Appropriate experience in a health-related environment. Appropriate experience of workshop tools. Inherent requirement of the job: Willingness to travel. Physically fit to do manual labor. Willingness to work overtime. Competencies (knowledge/skills): Ability to handle tools, parts, and materials. Ability to work in a team and independently. Knowledge of Occupational Health and Safety.

DUTIES : Key result areas/outputs: Effective maintenance and cleaning of grounds. Moving of assets and equipment in a safe manner. Effective removal of domestic and medical waste. Clear areas where work has been carried out. Responsible for the maintenance of machinery and equipment within the grounds department. Ensure that tools and materials are available when needed. Administration and support to colleagues and supervisor.

ENQUIRIES : Mr J Levy, Tel No: (021) 902-8077

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

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

CLOSING DATE : 24 April 2026, 17:00 PM