



the dpsa

Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

PUBLIC SERVICE VACANCY CIRCULAR

PUBLICATION NO 44 OF 2025

DATE ISSUED 28 NOVEMBER 2025

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

: **DEPARTMENT OF MINERAL AND PETROLEUM RESOURCES.** Kindly note that the salary notch of the post Administrative Officer with Ref No: 056 has been amended from R468 459 per annum to first salary notch of level seven (7) R325 101 per annum, as advertised in the Public Service Vacancy Circular No 43 with the closing date of 12 December 2025.

DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE: Kindly note that the following post was advertised in Public Service Vacancy Circular 43 dated 21 November 2025 closing on 12 December 2025, (1) Personnel Practitioner: Human Resources Administration with Ref No: 2025/164, Centre: Bloemfontein Regional Office was advertised erroneously with the job title. The correct job title reads as follows: Senior Personnel Practitioner: Human Resources Administration.

**INDEX
NATIONAL DEPARTMENTS**

NATIONAL DEPARTMENTS	ANNEXURE	PAGES
AGRICULTURE	A	03 - 05
DEFENCE	B	06 - 26
EMPLOYMENT AND LABOUR	C	27 - 35
HEALTH	D	36 - 39
HIGHER EDUCATION AND TRAINING	E	40 - 53
HOME AFFAIRS	F	54 - 55
INTERNATIONAL RELATIONS AND COOPERATION	G	56 - 57
JUSTICE AND CONSTITUTIONAL DEVELOPMENT	H	58 - 62
NATIONAL PROSECUTING AUTHORITY	I	63 - 71
NATIONAL TREASURY	J	72 - 74
OFFICE OF THE CHIEF JUSTICE	K	75 - 77
OFFICE OF THE PUBLIC SERVICE COMMISSION	L	78 - 79
PLANNING, MONITORING AND EVALUATION	M	80 - 83
SOUTH AFRICAN POLICE SERVICE	N	84 - 88
STATISTICS SOUTH AFRICA	O	89
TRADITIONAL AFFAIRS	P	90 - 91

PROVINCIAL ADMINISTRATIONS

PROVINCIAL ADMINISTRATION	ANNEXURE	PAGES
EASTERN CAPE	Q	92 - 105
FREE STATE	R	106 - 113
GAUTENG	S	114 - 115
KWAZULU NATAL	T	116 - 123
LIMPOPO	U	124 - 130
MPUMALANGA	V	131 - 147
NORTHERN CAPE	W	148 - 151
NORTH WEST	X	152 - 158
WESTERN CAPE	Y	159 - 237

**PROVINCIAL ADMINISTRATION: EASTERN CAPE
DEPARTMENT OF COOPERATIVE GOVERNANCE & TRADITIONAL AFFAIRS**

The Department of Cooperative Governance & Traditional Affairs is an equal opportunity, affirmative action employer. Military Veterans, persons from previously disadvantaged (designated) groups including people with disabilities are encouraged to apply. Employment Equity targets of the Department will be considered in the selection process.

APPLICATIONS

: Applications must be submitted only via the provincial e-Recruitment system available at: <https://ecprov.gov.za> (under Careers) and/or at <https://erecruitment.ecotp.gov.za>.

The system is available 24/7 throughout and closes at 23:59 on the closing date. To report any challenges pertaining e-Recruitment System, send an email with your ID Number, your profile e-Mail Address and the details of the issue to: recruitment@eccogta.gov.za. Do not submit any CVs to this email address; should you do so, your application will be regarded as lost and will not be considered. Hand-Delivered/ Emailed / Faxed / Posted applications will not be accepted.

FOR ATTENTION

: Mr M. Matebese

CLOSING DATE

: 12 December 2025. No Late applications will be accepted

NOTE

: Applications must be submitted in the latest Z83 effective from 01 January 2021 obtainable from any Public Service department or on the internet at <http://www.info.gov.za/documents/forms/employ.pdf> (An unsigned Z83 usually disqualifies an applicant, however, the Z83 in the e-recruitment system is currently un-downloadable and therefore unassignable – applicants who apply via the system will therefore not be disqualified). Should an application be received using the incorrect application for employment (Z83)/old such an application will not be considered. A Z83 should be accompanied by a recently updated, comprehensive CV including at least two contactable references as well as copies (copies need not be certified) of all qualification(s) [Matric certificate must also be attached] and ID-document and Driver's license [where applicable]. It is mandatory for manual applications to be signed for in the Register Book. Non-RSA Citizens/Permanent Resident Permit Holders must attach a copy of his/her Permanent Residence Permit to his/her application. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA) (It is the responsibility of applicants in possession of foreign qualifications to submit evaluated results by the SAQA). Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to short-listed candidates. If you have not been contacted within three (3) months after the closing date of this advertisement, please accept that your application was unsuccessful. Suitable candidates will be subjected to a personnel suitability check (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. Where applicable, candidates will be subjected to a skills/knowledge test. Successful candidates will be appointed on a probation period of twelve (12) months. The Department reserves the right not to make appointment(s) to the advertised post(s). Persons with disabilities and women are encouraged to apply. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. 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 assessment. For SMS (Senior Management Service) Posts: In terms of DPSA Directive on compulsory capacity development, mandatory training, and minimum entry requirements for members of the Senior Management Level for SMS appointments, it is a requirement for recommended candidates, to have obtained pre-entry Certificate (Nyukela) as offered by the National School of Government (NSG) for entry into the SMS posts and the full details can be sourced by following the link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme> (the SMS pre-entry certificate is not a requirement for shortlisting; is submitted prior to appointment).

MANAGEMENT ECHELON

POST 44/114 : **DEPUTY DIRECTOR-GENERAL: DEVELOPMENT AND PLANNING REF NO: COGTA 01/11/2025**

SALARY : R1 813 182 – R2 042 535 per annum (Level 15)
CENTRE : Bhisho
REQUIREMENTS : National Senior Certificate plus NQF Level 8 qualification in Social Science / Development Planning / Project Management / Public Administration / Public Management / Administration as recognised by SAQA. A minimum of eight (8) years' experience at Senior Management Level. SMS Pre-entry Certificate (Nyukela) as endorsed by NSG must be submitted prior appointment. A valid Code 8 Drivers' Licence. Competencies: Strategic capability and leadership. Programme and Project Management. Budgeting and Financial Management. Change management. Knowledge Management. Knowledge Management. Service Delivery Innovation. Problem solving and analysis. People Management and Empowerment.

DUTIES : Provide and drive strategic direction for the branch and ensure the formulation and implementation of strategic policies which will enable the branch administration to successfully fulfil its role in supporting the Municipalities. Convene branch quarterly performance review meetings. Convene monthly management meetings. Oversee the execution of the Value Chain for the department. Oversee co-ordination of integrated planning in Municipalities. Supporting land-use management brought effective Spatial planning mechanisms. Oversee co-ordination and facilitation Land Survey and Cadastral information systems. Ensure enhancement of effective land use management. Ensure monitoring and evaluation of provision of Municipal Support and Performance Management. Oversee rendering of Valuation services. Oversee co-ordination and monitoring of integrated Basic and Development Services. Oversee coordination of LED /URP and Small-Town Regeneration. Ensure monitoring and co-ordination of Municipal infrastructure services. Oversee co-ordination and monitoring of the delivery of Free Basic Services. Oversee and monitor Disaster Management and Emergency Services. Ensure establishment and maintenance of Institutional Disaster Management Capacity and implement effective Risk Reduction activities. Oversee coordination of Disaster Recovery (Relief Rehabilitation and Reconstruction). Oversee coordination of provincial fire brigade function and capacitate municipalities in accordance with applicable legislation. Manage the allocated resources of the Branch. Ensure that the preparations of the budget are in line with the strategic plans and objectives of the department. Formulate and manage the component's budget against its strategic objectives. Ensure proper implementation of the budget by monitoring, projecting and reporting expenditure. Ensuring that spending is maximized in line strategic objective. Liaise with budget and account payable sections on monthly basis for budget projection purposes.

ENQUIRIES : Ms. N Mabusela at 071 689 6162
e-Recruitment Technical Enquiries: recruitment@eccogta.gov.za

POST 44/115 : **CHIEF DIRECTOR: HOUSE OF TRADITIONAL & KHOI-SAN LEADERS REF NO: COGTA 02/11/2025**
(Re-advertisement: Applicants who have previously applied must re-apply)

SALARY : R1 494 900 – R1 787 328 per annum (Level 14)
CENTRE : Bhisho
REQUIREMENTS : National Senior Certificate plus NQF Level 7 in Social Sciences/ Anthropology / Sociology / Public Administration / Public Management. Pre-entry SMS certification for the Senior Management Service as endorsed by National School of Government (NSG) submitted prior to appointment. A minimum of five (5) years' experience at a Senior Management Level. A valid Code 8 Drivers' Licence. Competencies: Strong and dynamic strategic leadership and communication skills. An understanding of the operational environment of the Department and its service delivery imperatives. Extensive knowledge of the Public Service regulatory framework, including the Public Financial Management Act, Treasury Regulations and Public Service Act Regulations. Strong ability to operationally ensure compliance with the legislation and policy development. Programme and Project Management Skills. Possess experience in the stakeholder management, negotiation and corporate

DUTIES

governance. Strong analytical, innovative and lateral thinking abilities. Strong organisational and conflict management skills. Report writing skills.

: Provide and manage secretariat and culture preservation service for the Provincial House Coordinate and facilitate initiation programme across the province. Render communication and protocol services. Conduct investigations on claims and disputes referred to the House in terms of Legislation. Provide effective secretarial activities services for the Provincial House of Traditional Leaders. Provide administrative support to the House. Manage financial and supply chain management services for the House. Provide library services to the House. Provide advice and guidance to the Provincial House on matters pertaining to the Traditional Institutions. Manage and facilitate dissemination of information pertaining to legislations that affects the institution from other spheres of government. Maintain the compliance to legislative framework. Support the Provincial House Leadership to achieve its statutory mandate. Maintain high standards by ensuring that the team/ section produces excellent work in terms of quality/ quantity and timelines. Resolve problems of motivation and control with minimum guidance from manager. Delegate functions to staff based on individual potential, provide the necessary guidance and support, and afford staff adequate training and development opportunities. Ensure timeous development of job description, implementation of workplans and Personal Development Plans (PDP) for all employees in the section. Manage daily employee performance and ensure timely Performance Assessments of all subordinates. Ensure management maintenance and safekeeping of assets. Provide & drive strategic direction for the Chief Directorate & ensure the formulation and implementation of strategic policies which enable the Chief Directorate /Administration to successfully fulfil its role in the delivering services to the communities/clients. Facilitate the provision of administrative support to the EC Provincial House of Traditional and Khoisan leader. Facilitate the overall operations of the House i.e. House sittings, Committee sittings and EXCO sittings. Facilitate and coordinate the customary male initiation programme provincially. Facilitate the coordination of programmes focusing on the promotion of tradition, culture and custom. Ensure that good relations are maintained between the Chief Directorate and stakeholders such as SALGA, Municipalities, Standing, Standing Committees, Treasury, OTP, NGO's, Traditional Leaders etc. Responsible for efficient management of the Chief Directorate, including the effective utilisation and training of staff, the maintenance of discipline, promotion of sound labour relations, budget management and implementation of action plans and the proper use of state property. Ensure compliance with PFMA Act 103 of 1994, Public Service Act and Public Regulations, Municipal Structures Act, Municipal Systems Act, Traditional and Khoi- San Leadership Act NO.3 of 2019 the Constitution of Republic of South Africa no. 108 of 1996, chapter 12, Eastern Cape Customary Male Initiation Practice Act No. 5 of 2016. Customary Male Initiation Act No. 2 of 2021, Heritage Resource Act no 25 of 1999, and other relevant legislations and mandates that are relevant to the department an also governing local government and traditional leadership institutions.

ENQUIRIES

: Ms. N Mabusela at 071 689 6162
e-Recruitment Technical Enquiries: recruitment@eccogta.gov.za

POST 44/116

: **DIRECTOR: VALUATION SERVICES REF NO: COGTA 03/11/2025**
(Re-advertisement: applicants who have previously applied must re-apply)

SALARY CENTRE REQUIREMENTS

: R1 266 714 – R1 492 122 per annum (Level 13)
: Bhisho
: National Senior Certificate plus an undergraduate qualification (NQF Level 7)
: Bachelor's degree in real estate (Property Valuations) as recognised by South African Council for Property Valuers (SACPVP A valid Code 8 Drivers' Licence. Pre-entry SMS certification for the Senior Management Service as endorsed by National School of Government (NSG) submitted prior to appointment. A minimum of five (5) years' experience at Middle/Senior Management Level. A valid driver's license 08 (B). Competencies: Extensive knowledge of legislation, policies and practices that affect property valuation Local Government: Municipal Property Rates Act 2004, as amended and Property Regulations. Knowledge and computer skills in as far as Ms Word and PowerPoint, Presentation, Communication (verbal and written) and report writing.

<u>DUTIES</u>	:	Provide and facilitate intergovernmental relations as well as municipal international (twinning arrangements). Manage, coordinate and participate in local district /regional intergovernmental structures. Monitor and coordinate the implementation of intergovernmental activities and policies in municipalities. Assist in the promotion and facilitation of stakeholder relations. Assist in the promotion agreements/ memoranda of understanding between municipalities, sector/departments and other relevant stakeholders. Ensure compliance with IGR Framework Act no 13/ 2005, Local Government Municipal Structure Act. (Act no 117 of 1998) and the Local Government Municipal Structures Act no 32 of 2000. Facilitate the development, consolidation and submission of reports for efficient management of the directorate, including the effective utilization and the training of staff, maintenance of discipline, promotion of sound labour relations and proper use of state property.
<u>ENQUIRIES</u>	:	Ms. N Mabusela at 071 689 6162 e-Recruitment Technical Enquiries: recruitment@eccogta.gov.za

OTHER POSTS

<u>POST 44/117</u>	:	<u>CHIEF PROFESSIONAL SURVEYOR GRADE A: MUNICIPAL INFRASTRUCTURE REF NO: COGTA 04/11/2025</u>
<u>SALARY</u>	:	R1 099 488 – R1 250 907 per annum, (OSD)
<u>CENTRE</u>	:	Bhisho
<u>REQUIREMENTS</u>	:	Senior Certificate plus BSC Land Survey / Geomatics – NQF Level 7) 4 years post professional registration experience (PLATO); Cadastral, Topographical Survey and Computer aided drafting; Project Management, People Management. South African Geomatics Council MS office, competence in survey data processing; GIS Software, operation of survey equipment, EB, Geographic Information Systems (GIS). Competencies: Extensive knowledge of Cadastral surveys and topographical surveys, local government legislation including but not limited to the Municipal Systems Act (MSA) and the Public Finance Management Act (PFMA) and Land Use Management legislations. Have strong project management, financial management, interpersonal and people management skills. Considerable knowledge in Geographic Information System (GIS).
<u>DUTIES</u>	:	Plan and facilitate cadastral and topographical surveys in the Municipalities. Assist in the formulation and interpretation of Land Survey and Planning legislation, and processes. Assist in the efficient management of the directorate, including effective utilization, mentoring, and training of staff. High maintenance of discipline; promotion of sound labour relations, and proper use of state resources. Assist in the formulation of strategic plans and administration of operational plans of the directorate, ensuring that the goals and objectives determined are achieved. Assist in coordinating and directing programmes of technical support regarding Land Survey services to Local Government structures. Provide information on Land Survey related issues to the Municipalities and other clients.
<u>ENQUIRIES</u>	:	Ms. N Mabusela at 071 689 6162 e-Recruitment Technical Enquiries: recruitment@eccogta.gov.za
<u>POST 44/118</u>	:	<u>DEPUTY DIRECTOR: LOGISTIC MANAGEMENT REF NO: COGTA 05/11/2025</u>
<u>SALARY</u>	:	R896 436 – R1 055 958 per annum (Level 11)
<u>CENTRE</u>	:	Bhisho
<u>REQUIREMENTS</u>	:	National Senior Certificate, plus undergraduate qualification (NQF Level 6/7) in Logistics / Supply Chain Management /BCom/ Cost Management or equivalent appropriate tertiary qualification as recognise by SAQA. A minimum of three years' relevant experience at an Assistant Director Level / Junior Management in Logistics Management environment. Computer Literacy Microsoft Power (Excel, word and PowerPoint). Competencies: Knowledge and understanding of the Supply Chain Management, LOGIS System and Logistics Management processes. Leadership skills, People Management and empowerment skills, change management skills and analysing with problem solving skills. Communication Skills. Writing and Presentation Skills. Stakeholder Management Skills. Knowledge understanding and application of the following prescripts: Public Finance Management Act, PPPFA, National

		Treasury Regulations, Preferential Procurement Regulations 2022. Sound organizational skills. High level of reliability.
<u>DUTIES</u>	:	Manage logistics management through rendering and monitoring generation of orders as well as transit processes. Render and manage requisition, receiving and distribution of goods and services through placement of orders, inventory and transit management. Manage and providing guidance on matching of documents ensuring timeous processing of and submission for payment of invoices. Manage, maintain and report on commitments, accruals and payable monthly and quarterly. Provide guidance and adequate support for development of staff within logistics. Monitor the planning, organising and delegation of work, analyse and evaluate staff performance.
<u>ENQUIRIES</u>	:	Ms. N Mabusela at 071 689 6162 e-Recruitment Technical Enquiries: recruitment@eccogta.gov.za
<u>POST 44/119</u>	:	<u>MESSENGER DRIVER: AMAMPONDOMISE KINGDOM REF NO: COGTA: 06/11/2025</u>
<u>SALARY</u>	:	R193 359 – R227 766 per annum (Level 04)
<u>CENTRE</u>	:	Qumbu
<u>REQUIREMENTS</u>	:	A Grade 10 qualification or 7-12 months relevant experience. Valid code 08 driver's license. Knowledge of the city or (cities) in which the functions will be performed.
<u>DUTIES</u>	:	Drive light and medium motor vehicles to transport passengers and delivery other items (mail and documents). Do routine maintenance on the allocated vehicle and report defects timely. Complete all the required and prescribed records and logbooks regarding the vehicle and goods handled. Render a clerical support / messenger vehicle in the relevant office. Collect and deliver documentation and related terms in the department. Copy and fax documents. Assist in the registry.
<u>ENQUIRIES</u>	:	Ms. N Mabusela at 071 689 6162 e-Recruitment Technical Enquiries: recruitment@eccogta.gov.za
<u>POST 44/120</u>	:	<u>CLEANER: SECURITY MANAGEMENT & WORK ENVIRONMENT REF NO: COGTA: 07/11/2025 (X8 POSTS)</u>
<u>SALARY</u>	:	R163 680 – R192 810 per annum (Level 03)
<u>CENTRE</u>	:	Bhisho
<u>REQUIREMENTS</u>	:	ABET (Level 4 or NQF Level 1-3). No experience. Competencies: Ability to use cleaning material, good communication skills, ability to work in a team and maintain good interpersonal relationships.
<u>DUTIES</u>	:	Clean and create an orderly working environment. Operate cleaning machines. Ensure that boardroom, offices, and kitchen are clean. Emptying dustbins, wipe skirtings and window seals. Wash glasses and dishes Prepare tea and other refreshments.
<u>ENQUIRIES</u>	:	Ms. N Mabusela at 071 689 6162 e-Recruitment Technical Enquiries: recruitment@eccogta.gov.za
<u>POST 44/121</u>	:	<u>GENERAL WORKER: SECURITY & WORK ENVIRONMENT REF NO: COGTA: 08/11/2025</u>
<u>SALARY</u>	:	R138 486 – R163 131 per annum (Level 02)
<u>CENTRE</u>	:	Bhisho
<u>REQUIREMENTS</u>	:	Abet Level 4 or NQF Level 1 – 3 with no working experience.
<u>DUTIES</u>	:	Responsible for cleaning the Grounds at COGTA: buildings using variety of tools such as spade etc, assist in removing refuse and other unwanted goods from the building, Loading, off load goods and any material to the relevant destinations and delivering moving of Office equipment and other delegated duties.
<u>ENQUIRIES</u>	:	Ms. N Mabusela at 071 689 6162 e-Recruitment Technical Enquiries: recruitment@eccogta.gov.za
<u>POST 44/122</u>	:	<u>GENERAL WORKER: AMAMPONDOMISE KINGDOM REF NO: COGTA: 09/11/2025</u>
<u>SALARY</u>	:	R138 486 – R163 131 per annum (Level 02)
<u>CENTRE</u>	:	Qumbu
<u>REQUIREMENTS</u>	:	Abet Level 4 or NQF level 1 – 3 with no working experience.

DUTIES : Responsible for cleaning the Grounds at COGTA: buildings using variety of tools such as spade etc, assist in removing refuse and other unwanted goods from the building, Loading, off load goods and any material to the relevant destinations and delivering moving of Office equipment and other delegated duties.

ENQUIRIES : Ms. N Mabusela at 071 689 6162
e-Recruitment Technical Enquiries: recruitment@eccogta.gov.za

PROVINCIAL TREASURY

APPLICATIONS : Applicants must strictly apply using only the provincial e-Recruitment system which is available on www.ecprov.gov.za, or <https://www.ecprov.gov.za> or <https://erecruitment.ecotp.gov.za/>

The system is available 24/7 and closes at 23:59 on the closing date. To report technical glitches, for assistance regarding the system, and/or for activation of your profile, send an email with your ID Number, your profile email address, details of the issue to: erecruitmentenquiries@ectreasury.gov.za. (NB: For e-recruitment enquiries: Only – No CVs). Technical support is limited to working hours: (08:00-16:30 Mon-Thursday and 08:00-16:00 on Fri). Should you submit your applications/ CV to: erecruitmentenquiries@ectreasury.gov.za and not as specified, your application will be regarded as lost and not be considered. Refer all application related enquiries to the specified contact person.

FOR ATTENTION : Ms T. Nkonyile
CLOSING DATE : 12 December 2025. No Late applications will be accepted.
NOTE : Applications must be submitted in the latest Z83 effective from 01 January 2021 obtainable from any Public Service department or on the internet at <http://www.info.gov.za/documents/forms/employ.pdf>) (An unsigned Z83 usually disqualifies an applicant, however, the Z83 in the e-recruitment system is currently un-downloadable and therefore unassignable – applicants who apply via the system will therefore not be disqualified). Should an application be received using the incorrect application for employment (Z83)/old such an application will not be considered. A Z83 should be accompanied by a recently updated, comprehensive CV including at least two contactable references as well as copies (copies need not be certified) of all qualification(s) [Matric certificate must also be attached] and ID-document and Driver's license [where applicable]. It is mandatory for manual applications to be signed for in the Register Book. Non-RSA Citizens/Permanent Resident Permit Holders must attach a copy of his/her Permanent Residence Permit to his/her application. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA) (It is the responsibility of applicants in possession of foreign qualifications to submit evaluated results by the SAQA). Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to short-listed candidates. If you have not been contacted within three (3) months after the closing date of this advertisement, please accept that your application was unsuccessful. Suitable candidates will be subjected to a personnel suitability check (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. Where applicable, candidates will be subjected to a skills/knowledge test. Successful candidates will be appointed on a probation period of twelve (12) months. The Department reserves the right not to make appointment(s) to the advertised post(s). Persons with disabilities and women are encouraged to apply. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. 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 assessment. For SMS (Senior Management Service) Posts: In terms of DPSA Directive on compulsory capacity development, mandatory training, and minimum entry requirements for members of the Senior Management Level for SMS appointments, it is a requirement for recommended candidates, to have obtained pre-entry Certificate (Nyukela) as offered by the National School of Government (NSG) for entry into the SMS posts and the full details can be sourced by following the link: <https://www.thensg.gov.za/training-course/sms->

pre-entry-programme (the SMS pre-entry certificate is not a requirement for shortlisting; is submitted prior to appointment).

MANGEMENT ECHELON

<u>POST 44/123</u>	:	<u>DIRECTOR: MUNICIPAL INFRASTRUCTURE PERFORMANCE</u> <u>MANAGEMENT REF NO: PT 01/11/2025</u> Purpose: To support, monitor infrastructure performance of municipalities and contribute to funding framework and long-term planning for municipalities.
<u>SALARY</u>	:	R1 266 714 per annum (Level 13), (all-inclusive)
<u>CENTRE</u>	:	Bhisho
<u>REQUIREMENTS</u>	:	A Degree (NQF Level 7 as recognised by SAQA) in Built Environment / Quantity Surveying / Finance / Management Accounting / Commerce / Economics / Project Management coupled with 5 years' experience at middle or senior management level in Finance environment with an emphasis in supporting, monitoring infrastructure performance of municipalities and contribute to funding framework and long-term planning for municipalities. SMS pre-entry submitted prior to appointment. Valid driver's licence is compulsory. Skills and Competencies: In-depth understanding of legislative framework that governs the Public Service. Supply Chain Management policies and practices. Risk Management policies and practices. Asset Management policies and practices. Departmental policies and procedures. Understanding local government budgeting, monitoring and reporting system. Understanding of local government financial regulatory framework. Proven knowledge on local government legislation. Knowledge of Policy analysis and developments. Monitoring systems and processes. Strategic Capability and Leadership, Programme and Project Management. Budget and Financial Management. Planning and organising. Technical report writing, Negotiation and facilitation, Change Management. Knowledge Management. Information Management. Service Delivery Innovation. Problem Solving and Analysis. People Management and Empowerment. Client Orientation and Customer Focus. Communication (verbal & written). Computer Literacy. Extensive strategic planning.
<u>DUTIES</u>	:	Oversee Technical Advisory Support and make inputs with the Assessment on Integrated Infrastructure Planning Processes for Department and Municipalities in Line with Infrastructure Delivery and Procurement Management: Ensure Assessment of Local Government Infrastructure Asset Management planning processes. Manage and Facilitate institutionalisation of Comprehensive Municipal Infrastructure Plans (CMIP). Analyse and report in infrastructure inputs into CMIP and IDP, (Roads and storm water services, water services, sanitation services, waste disposal services, electricity services, community facilities and municipal buildings). Ensure Strengthening and support infrastructure institutional structures. Manage capacity building sessions in accordance with the approved Provincial IDMS and issued Framework for Infrastructure Delivery and Procurement Management (FIDPM). Oversee Assessment of capacity and training needs. Facilitate and conduct capacitation sessions on IDMS, FIDPM and relevant prescripts. Ensure Monitoring and Evaluation of Assessment Reports on Budget and Expenditure Outcomes Affirmed Through Physical Verification of Infrastructure Projects for Department and Municipalities: Ensure Assessment of Section 71 reports. Ensure Validation and alignment between Municipalities database and sector specific reporting models. Manage Verification of Value for money of project implemented by stakeholders. Assess and collect project data, conduct site visits to determine accuracy and completeness of projects on site. Ensure Monitoring and Review of Construction Procurement Strategy to Ensure Procurement Optimisation in Relation to FIDPM: Manage and reduce real costs with incentive to remove waste from the process and delivery of better underlying value for money. Ensure technical assistance to provincial departments and municipalities in the preparation of PPP/Concession schemes. Monitor technical due diligence and all environmental and social issues. Formulation of appropriate transaction structure and overall support up to financial closure. Oversee and report on DoRA human resources reports. Manage Area of Responsibility: Coordination of Estimate of Capital Expenditure (ECE) for the province. Manage resources and performance of expenditure review reports within the Directorate. Manage the performance,

training and development of officials. Manage the budget, financial resources and physical assets.

ENQUIRIES : Ms T. Nkonyile 083 8755 707 / Ms. B Ndayi 060 573 5574 / Mr Z. Mahambi 065 689 0216

For e-Recruitment Enquiries: send an email to: erecruitmentenquiries@ectreasury.gov.za

NOTE : EE Target: African Male / Coloured Female / Indian Female with disability.

OTHER POST

POST 44/124 : **DEPUTY DIRECTOR: MUNICIPAL INFRASTRUCTURE PERFORMANCE MANAGEMENT REF NO: PT 02/11/2025**

Purpose: To support, monitor infrastructure performance of municipalities and contribute to funding framework and long-term planning for municipalities.

SALARY : R896 436 per annum (Level 11), (all-inclusive)

CENTRE : Bhisho

REQUIREMENTS : Degree (NQF level 7 as recognised by SAQA) in Civil Engineering. A minimum of 5 years' work experience in the Municipal Infrastructure Delivery of which 3 years should be at an Assistant Director Level. Previous experience in monitoring or working in municipal infrastructure performance environment is essential. Valid driver's licence is compulsory. Professional registration as Engineer or Technologist or Technician with Engineering Council of South Africa (ECSA) will be an added advantage. Skills and Competencies: In-depth understanding of legislative framework that governs the Public Service, Risk Management policies and practices, Supply chain management policies and practices, Asset Management policies and practices, Departmental policies and procedures, Understanding local government budgeting, monitoring and reporting system, Understanding of local government financial regulatory framework, Proven knowledge on local government legislation, Knowledge of Policy analysis and developments, Monitoring systems and processes. Budget submission. Strategic Capability and Leadership, Programme and Project Management. Budget and Financial Management, Planning and organising, Technical report writing, Negotiation and facilitation, Numeracy, Change Management, Knowledge Management, Information Management, Service Delivery Innovation, Creative thinking, Problem Solving and Analysis, People Management and Empowerment, Client Orientation and Customer Focus, Communication (verbal & written), Computer Literacy, Extensive strategic planning.

DUTIES : Conduct Technical Advisory Support and Make Inputs with the Assessment on Intergrated Infrastructure Planning Processes for Department and Municipalities in Line with Infrastructure Delivery and Procurement Management: Assessment of Local Government Infrastructure Asset Management planning processes. Facilitate institutionalisation of Comprehensive Municipal Infrastructure Plans (CMIP). Analyse and report in infrastructure inputs into CMIP and IDP, (Roads and storm water services, wear services, sanitation services, waste disposal services, electricity services, community facilities and municipal buildings). Strengthen and support infrastructure institutional structures. Facilitate capacity building sessions in accordance with the approved Provincial IDMS and issued Framework for Infrastructure Delivery and Procurement Management (FIDPM). Assessment of capacity and training needs. Facilitate and conduct capacitation sessions on IDMS, FIDPM and relevant prescripts. Produce, Monitoring and Evaluation Assessment Reports on Budget and Expenditure Outcomes Affirmed through Physical Verification of Infrastructure Projects for Department and Municipalities: Assessment of Section 71 reports. Validation and alignment between Municipalities database and sector specific reporting models. Verification of Value for money of project implemented by stakeholders. Assess and collect project data, conduct site visits to determine accuracy and completeness of projects on site. Monitor and Review Construction Procurement Strategy to Ensure Procurement Optimisation in Relation to FIDPM: To reduce real costs with incentive to remove waste from the process and delivery of better underlying value for money. Provide technical assistance to provincial departments and municipalities in the preparation of PPP/Concession schemes. Monitor technical due diligence and all environmental and social issues. Formulation of appropriate transaction structure and overall support up to financial closure. Manage Area of

Responsibility; Coordination of Estimate of Capital Expenditure (ECE) for the province. Manage resources and performance of expenditure review reports within the Directorate. Manage the performance, training and development of officials. Manage the budget, financial resources and physical assets.

ENQUIRIES

: Ms T. Nkonyile 083 8755 707 / Ms. B Ndayi 060 573 5574 / Mr Z. Mahambi 065 689 0216

For e-Recruitment Enquiries: send an email to: erecruitmentenquiries@ectreasury.gov.za

NOTE

: EE Target: African Male with disability / Coloured Female / White Female with disability / Indian Female.

DEPARTMENT OF SOCIAL DEVELOPMENT

APPLICATIONS

: Applicants must strictly apply using only the provincial e-Recruitment system which is available on www.ecprov.gov.za, or <https://www.ecprov.gov.za> or <https://erecruitment.ecotp.gov.za/>

The system is available 24/7 and closes at 23:59 on the closing date. To report technical glitches, for assistance regarding the system, and/or for activation of your profile, send an email with your ID Number, your profile email address, details of the issue to recruitment@ecdsd.gov.za. (NB: For e-recruitment enquiries: Only – No CVs). Technical support is limited to working hours: (08:00-16:30 Mon-Thursday and 08:00-16:00 on Fri). Should you submit your applications/ CV to: recruitment@ecdsd.gov.za and not as specified, your application will be regarded as lost and not be considered. Refer all application related enquiries to the specified contact person.

CLOSING DATE
NOTE

: 12 December 2025. No Late applications will be accepted.

: Applications must be submitted in the latest Z83 effective from 01 January 2021 obtainable from any Public Service department or on the internet at <http://www.info.gov.za/documents/forms/employ.pdf> (An unsigned Z83 usually disqualifies an applicant, however, the Z83 in the e-recruitment system is currently un-downloadable and therefore unassignable – applicants who apply via the system will therefore not be disqualified). Should an application be received using the incorrect application for employment (Z83)/old such an application will not be considered. A Z83 should be accompanied by a recently updated, comprehensive CV including at least two contactable references as well as copies (copies need not be certified) of all qualification(s) [Matric certificate must also be attached] and ID-document and Driver's license [where applicable]. It is mandatory for manual applications to be signed for in the Register Book. Non-RSA Citizens/Permanent Resident Permit Holders must attach a copy of his/her Permanent Residence Permit to his/her application. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA) (It is the responsibility of applicants in possession of foreign qualifications to submit evaluated results by the SAQA). Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to short-listed candidates. If you have not been contacted within three (3) months after the closing date of this advertisement, please accept that your application was unsuccessful. Suitable candidates will be subjected to a personnel suitability check (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. Where applicable, candidates will be subjected to a skills/knowledge test. Successful candidates will be appointed on a probation period of twelve (12) months. The Department reserves the right not to make appointment(s) to the advertised post(s). Persons with disabilities and women are encouraged to apply. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. 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 assessment.

ENQUIRIES

: Mr Y Singqandu Tel No: (043) 605 5042
E-Recruitment Enquiries: recruitment@ecdsd.gov.za

POST 44/125 : **COMMUNITY DEVELOPMENT MANAGER: YOUTH DEVELOPMENT**
GRADE 1 REF NO: DSD 01/11/2025

SALARY : R970 686 – R1 109 877 per annum, (OSD), all-inclusive remuneration package
CENTRE : Provincial Office, Bisho
REQUIREMENTS :

An appropriate three-year tertiary qualification in Community Development/Social Science/Developmental Studies or in any other proven related field. A minimum of 10 years of recognisable experience in Community Development after obtaining the required qualification, of which 5 years must be at a community development supervisory level. A valid driver's license is a prerequisite. Competencies: Comprehensive knowledge of youth development policies and frameworks, including the National Youth Policy, National Development Plan, and Sustainable Development Goals (SDGs). Strong leadership, strategic planning, and Programme management skills. Excellent communication and stakeholder engagement abilities. Proven ability to design, implement, and evaluate youth-focused programmes. Sound understanding of inclusive and rights-based community development practices. Knowledge of public sector financial and human resource management.

DUTIES : Plan, coordinate, and implement youth development programmes that enhance support of youth development initiatives, leadership, skills development, and economic participation. Identify and respond to the needs of youth, especially vulnerable groups, and facilitate partnerships with government, civil society, and private sector stakeholders. The incumbent will promote youth entrepreneurship and cooperative initiatives, skills development programmes, linking youth with socio-economic opportunities and ensure programmes align with national and provincial policies. Develop and monitor policies, strategies and frameworks to evaluate Programme impact, manage resources efficiently, and advocate for youth mainstreaming in all community development initiatives.

ENQUIRIES : Mr. Y Singqandu Tel No: (043) 605 5042/59
e-Recruitment Technical Support: Recruitment@ecdsc.gov.za

NOTE : EE Target: White/Coloured Male & PWD

POST 44/126 : **COMMUNITY DEVELOPMENT MANAGER GRADE 1 REF NO: DSD**
02/11/2025

SALARY : R970 686 – R1 109 877 per annum, (OSD), all-inclusive remuneration package
CENTRE : Chris Hani: District Office, Queenstown
REQUIREMENTS :

An appropriate three-year tertiary qualification in Community Development/Social Science/Developmental Studies or in any other proven related field. A minimum of 10 years of recognizable experience in Community Development after obtaining the required qualification, of which 5 years must be at a community development supervisory level. A valid driver's license is a prerequisite. Competencies: Extensive understanding of theories and systems in community development, including knowledge of individual and group behaviour, community dynamics, and current legislation. Strong leadership, communication, and organizational skills. Ability to manage resources effectively and work collaboratively with various stakeholders.

DUTIES : To manage the identification, planning, and implementation of integrated and transformative social development programs delivered by the unit or sub-directorate in partnership with key stakeholders. The aim is to empower human and social capital through a community development approach towards sustainable livelihoods. Oversee the delivery of community development programs, ensuring they align with national policies and effectively address community needs. Engage with various stakeholders, including government departments, non-governmental organizations, and community groups, to facilitate integrated service delivery. Ensure the effective implementation of policies related to community development, monitoring compliance and evaluating outcomes. Oversee the efficient utilization of human and financial resources within the Community Development Unit. Develop and implement monitoring and evaluation frameworks to assess the impact of community development programs.

ENQUIRIES : Chris Hani enquiries may be directed to Ms N Mzinjana Tel No: (045) 808 3709
e-Recruitment Technical Support: Recruitment@ecdsc.gov.za

NOTE : EE Target: White/Coloured Male & PWD

DEPARTMENT OF SPORT, RECREATION, ARTS & CULTURE

APPLICATIONS

- : Applications must be submitted via one of the following options:
- (i) provincial e-Recruitment system available at: <https://ecprov.gov.za> (under Careers) and/or at <https://erecruitment.ecotp.gov.za>. The system is available 24/7 throughout and closes at 23:59 on the closing date. To report any challenges pertaining e-Recruitment System, send an email with your ID Number, your profile e-Mail Address and the details of the issue to: erecruitment@ecsrac.gov.za. Do not submit any CVs to this email address; should you do so, your application will be regarded as lost and will not be considered. OR submit via one of the following options: direct to a specific relevant centre:
- (ii) **Head Office: Qonce:** Enquiries – Ms S Mpafa, Mrs. R. E. Swartbooi and Mr M Cezula Tel No: (043) 492 1405/ 0949/ 1400. Hand deliver to: No. 5 Eales Street, Wilton Zimasile Mkwazi Building, Qonce, 5605.
- (iii) **OR Tambo District:** Attention Mr. S. Stuma Tel No: (047) 495 0853, Hand deliver to: Human Resource Management, 6th Floor, Botha Sigcau Building, corner Leeds and Owen Street, Umtata.
- (iv) **Joe Gqabi District:** Attention Mr P. Masepe / Ms. Ninifie/ Ms Fiki Tel No: (051) 492 4806, Hand deliver to: No. 02 Cole Street, Maletswai.
- (v) **Bayworld Museum:** Enquiries: Mr L Mini/ Mr V Ketelo Tel No: (041) 584 0650. Hand deliver to: 23 Beach Road, Humewood, Gqeberha.

Applicants are encouraged to use e-recruitment system. People with disabilities who meet the requirements will be given preference

CLOSING DATE

- : 12 December 2025. No Late applications will be accepted.

NOTE

- : Applications must be submitted in the latest Z83 effective from 01 January 2021 obtainable from any Public Service department or on the internet at <http://www.info.gov.za/documents/forms/employ.pdf> (An unsigned Z83 usually disqualifies an applicant, however, the Z83 in the e-recruitment system is currently un-downloadable and therefore unassignable – applicants who apply via the system will therefore not be disqualified). Should an application be received using the incorrect application for employment (Z83)/old such an application will not be considered. A Z83 should be accompanied by a recently updated, comprehensive CV including at least two contactable references as well as copies (copies need not be certified) of all qualification(s) [Matric certificate must also be attached] and ID-document and Driver's license [where applicable]. It is mandatory for manual applications to be signed for in the Register Book. Non-RSA Citizens/Permanent Resident Permit Holders must attach a copy of his/her Permanent Residence Permit to his/her application. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA) (It is the responsibility of applicants in possession of foreign qualifications to submit evaluated results by the SAQA). Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to short-listed candidates. If you have not been contacted within three (3) months after the closing date of this advertisement, please accept that your application was unsuccessful. Suitable candidates will be subjected to a personnel suitability check (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. Where applicable, candidates will be subjected to a skills/knowledge test. Successful candidates will be appointed on a probation period of twelve (12) months. The Department reserves the right not to make appointment(s) to the advertised post(s). Persons with disabilities and women are encouraged to apply. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. 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 assessment.

OTHER POSTS

<u>POST 44/127</u>	:	<u>CULTURAL OFFICER REF NO: DSRAC 01/11/2025</u>
<u>SALARY</u>	:	R325 101 – R382 959 per annum (Level 07), an all-inclusive remuneration
<u>CENTRE</u>	:	OR Tambo District – Ngquza Arts Centre (Mthatha)
<u>REQUIREMENTS</u>	:	National Senior Certificate plus a National Diploma (NQF Level 6) in Arts and Culture or any relevant qualification with 1 to 2 years relevant experience at production level. Extensive high-level knowledge of arts and culture and interpretation of policies. Excellent knowledge about cultural programs. People management and empowerment. Financial and knowledge management. Client orientation. Further knowledge of Local authorities, Departmental management and officials, General public / community, Academic institutions and learners, Private Sectors, Executing authority (Political Bearers), Municipalities (local and districts). Cultural and Creative Industries MasterPlan. The candidate must possess good interpersonal relations and ability to work as a team. Must have written and verbal communication skills. Candidate must be able to work independently, under pressure, and after hours. Be willing to drive to various districts for stakeholder engagement. A valid driving licence.
<u>DUTIES</u>	:	Coordinate Arts & Culture Provincial Programmes. Organise logistics and attend meetings. Responsible for groups and performing artists. Organise festival equipment for artists. Facilitate and implement art centre programs. Craft roster for activities. Organise arts centre structures. Consult with relevant stakeholders. Identify beneficiaries. Coordinate approval of submissions. Facilitate access of the art centre. Market the institution to the communities. Monitor day to day operations of the art centre. Responsible for art centre material. Develop database for artists. Provide institutional support. Maintain working relations with the stakeholders. Give support to developing artists. Monitor progress of artists. Provide administrative support. Draft art centre business plan. Consolidate and compile quarterly and annual reports. Monitor budget expenditure and revenue collection. Coordinate procurement submission. Organise and monitor visitor's register.
<u>ENQUIRIES</u>	:	S. Stuma Tel No: (047) 495 0853 – OR Tambo District (Mthatha)
<u>NOTE</u>	:	e- Recruitment Technical Enquiries – recruitment@ecsrac.gov.za Persons with disabilities are encouraged to apply.
<u>POST 44/128</u>	:	<u>REGISTRY CLERK: (SCM CLERK) REF NO: DSRAC 02/11/2025</u>
<u>SALARY</u>	:	R228 321 – R268 950 per annum (Level 05), an all-inclusive remuneration
<u>CENTRE</u>	:	Joe Gqabi District (Maletswai)
<u>REQUIREMENTS</u>	:	National Senior Certificate with no work experience required. A Diploma/Degree (NQF level 6) in Records Management will be an added advantage. Knowledge of registry duties, practices as well as the ability to capture data, and operate computer. Working knowledge and understanding of the legislative framework governing the Public Service. Knowledge of storage and retrieval procedures in terms of the working environment. Understanding of the work in Good written and verbal communication. Acceptable report writing skills. Computer literacy. Ability to ensure maximum level of confidentiality. A valid driving license will be an added advantage.
<u>DUTIES</u>	:	Provide registry counter services. Attend to clients. Handle telephonic and other enquiries received. Receive and register hand delivered mail / files. Handle incoming and outgoing correspondence. Receive all mail. Sort, register and dispatch mail. Distribute notices on registry issues. Render an effective filing and record management services. Opening and close files according to record classification system. Filing / storage, tracing (electronically/manually) and retrieval of documents and files. Complete index cards for all files. Operate office machines in relation to the registry function. Open and maintain franking machine register. Frank post, record money and update register daily. Undertake spot checks on post to ensure no private post is included. Lock post in postbag for messengers to deliver to Post Office. Open and maintain remittance register. Record all valuable articles as prescribed in the remittance register. Hand delivers and signs over remittances to finance. Send wrong remittances back to sender via registered post and record reference number in register. Keep daily record of number of letters franked. Process documents for archiving and / disposal. Electronic scanning files. Sort and packages files for archives and distribution. Compile list of all documents to be archived and submit to the supervisor. Keep records for archived documents.

<u>ENQUIRIES</u>	:	P. Masepe Tel No: (051) 492 4806 (Maletswai)
	:	e- Recruitment Technical Enquiries – recruitment@ecsrac.gov.za
<u>NOTE</u>	:	This post is earmarked for persons with disabilities. Persons with disabilities are encouraged to apply.
<u>POST 44/129</u>	:	<u>ACCOUNTING CLERK: (FINANCE CLERK) SALARIES ADMINISTRATION</u> <u>REF NO: DSRAC 03/11/2025</u>
<u>SALARY</u>	:	R228 321 – R268 950 per annum (Level 05), an all-inclusive remuneration
<u>CENTRE</u>	:	Head Office (Qonce)
<u>REQUIREMENTS</u>	:	National Senior Certificate with no work experience required. A Diploma/Degree (NQF level 6) in Internal Audit or Accounting or Cost & Management Accountant or Financial Management or other relevant qualifications will be an added advantage. Knowledge of financial systems (PERSAL, VULINDLELA & BAS). Knowledge of public service. Legislation / policies / prescripts and procedures. Knowledge of Batho Pele principles. Knowledge of Provincial Treasury Guidelines / Regulations and Public Finance Management Act (PFMA) will be an added advantage. Computer literacy. Good communication skills. Sound organisational skills. Report writing. People management. Customer / client orientated approach Ability to work under pressure and independently. A valid driving license will be an added advantage.
<u>DUTIES</u>	:	Check and capture all salary related transactions on PERSAL system. Receive and check to ensure correctness of all required documents from HR department and other stakeholders. Prepare and capture leave gratuities on PERSAL. Submit documents to internal control for compliance checking. Prepare BAS payments and journals. Recall and Reverse official's salaries where applicable. Capture change of official's banking details. Capturing of fuel reimbursement claims for official's salaries where it is applicable. Ensure record keeping and filing of salary related documents.
<u>ENQUIRIES</u>	:	M. Cezula Tel No: (043) 492 1400 - Head Office (Qonce)
	:	e- Recruitment Technical Enquiries – recruitment@ecsrac.gov.za
<u>NOTE</u>	:	Persons with disabilities are encouraged to apply.
<u>POST 44/130</u>	:	<u>ACCOUNTING CLERK: (FINANCE CLERK) TAX RECONCILIATION REF</u> <u>NO: DSRAC 04/11/2025</u>
<u>SALARY</u>	:	R228 321 – R268 950 per annum (Level 05), an all-inclusive remuneration
<u>CENTRE</u>	:	Head Office (Qonce)
<u>REQUIREMENTS</u>	:	National Senior Certificate with no work experience required. A Diploma/Degree (NQF level 6) in Internal Audit or Accounting or Cost & Management Accountant or Financial Management or other relevant qualifications will be an added advantage. Knowledge of financial systems (PERSAL & BAS). Knowledge of public service. Legislation / policies / prescripts and procedures. Knowledge of Batho Pele principles. Knowledge of Provincial Treasury Guidelines / Regulations and Public Finance Management Act (PFMA) will be an added advantage. Computer literacy. Good communication skills. Sound organisational skills. Report writing. People management. Customer / client orientated approach Ability to work under pressure and independently. A valid driving license will be an added advantage.
<u>DUTIES</u>	:	Capture journals on BAS. Capture debt take-on. Capture tax accumulations on PERSAL. Capture debt recovery deductions on PERSAL. Capture SARS third-party penalties A88 on PERSAL. Create debt files for newly authorised debts. Prepare the monthly Income Tax EMP201. Facilitate manual pay over to SARS. Capture salary-related payments on both BAS and PERSAL. Distribute payroll reports to cost centres.
<u>ENQUIRIES</u>	:	M. Cezula Tel No: (043) 492 1400 - Head Office (Qonce)
	:	e- Recruitment Technical Enquiries – recruitment@ecsrac.gov.za
<u>NOTE</u>	:	Persons with disabilities are encouraged to apply.
<u>POST 44/131</u>	:	<u>CLEANER REF NO: DSRAC 05/11/2025</u>
<u>SALARY</u>	:	R138 486 – R163 131 per annum (Level 02), an all-inclusive remuneration
<u>CENTRE</u>	:	Bayworld Museum - Gqeberha

- REQUIREMENTS** : Grade 8 certificate or ABET level 4 or NQF level 1 - 3 with no experience. One (1) year experience as a cleaner will be an added advantage. Good interpersonal skills. Good verbal communication skills. Self – motivated.
- DUTIES** : Provisioning of cleaning services. Cleaning offices corridors, elevators, and boardrooms by: Dusting and waxing office furniture. Sweeping, scrubbing, and waxing of floors. Vacuuming and shampooing floors. Cleaning walls, windows, and doors. Emptying and cleaning of dirt bins. Collect and removing of waste papers. Freshen the office areas. Clean general kitchens by: Cleaning of bins. Wash and keep stock of kitchen utensils. Cleaning the rest rooms by: Refilling hand wash liquid soap. Replace toilet papers, hand towels and refreshers. Empty and wash waste bins. Keep and maintain cleaning materials and equipment. Report broken cleaning materials and equipment. Cleaning of machines (microwaves, vacuum cleaners etc) and equipment after use.
- ENQUIRIES** : V. Ketelo Tel No: (041) 584 0650 – Bayworld Museum, (Gqeberha)
e- Recruitment Technical Enquiries – recruitment@ecsrac.gov.za
- NOTE** : Persons with disabilities are encouraged to apply.

**PROVINCIAL ADMINISTRATION: FREE STATE
DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT**

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

<u>APPLICATIONS</u>	:	Quoting the reference number, must be forwarded to Mrs S Hlekiso, Private Bag X02, Bloemfontein, 9301 or delivered by Hand to Mrs S Hlekiso in Room 228, 2nd Floor, Admin Building, Glen Email: recruitment@dard.gov.za
<u>CLOSING DATE</u>	:	12 December 2025
<u>NOTE</u>	:	Applications: Please ensure that you submit your application before the closing date as no late applications will be considered. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. Should, during any stage of the recruitment process, a moratorium be placed on the filling of posts, or the Department is affected by any process such as, but not limited to, restructuring or reorganization of posts, the Department reserves the right to cancel the recruitment process and re-advertise the post at any time in the future. The application must include only a completed and signed new Z83 Form, obtainable from any Public Service Department or on the Department of Public Service and Administration (DPSA) website link: https://www.dpsa.gov.za/newsroom/psvc/ and a detailed Curriculum Vitae which may be submitted as per the instruction in the application procedure. Note only the Z83 and detailed Curriculum Vitae should be attached. The Department of Agriculture and Rural Development will not be held responsible for server delays where applicants are permitted to use of the email address. Certified copies of Identity Document, Grade 12 Certificate, highest required qualifications and proof of professional registration as well as a driver's license, will only be submitted by shortlisted candidates to Human Resources on or before the day of the interview date. Failure to do so will result in your application being disqualified. Foreign qualifications must be accompanied by an evaluation report issued by the South African Qualifications Authority (SAQA). It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation report (only when shortlisted). All shortlisted candidates are required to undertake a technical assessment. The Department reserves the right not to fill a position. In compliance with the Protection of Personal Information Act 4 of 2013 (POPIA), the Department assures all applicants that any personal information provided during the recruitment process will be treated with the utmost confidentiality and used solely for recruitment purposes. Your privacy and data security are of paramount importance to us. By applying for any of these posts, you consent to the collection, processing (including dissemination to third parties for purposes of verification of qualifications, credit record, criminal record, etc), and storage of your personal information for recruitment and selection-related activities only. The Department is committed to safeguarding your privacy and maintaining the trust you place in us. Shortlisted candidates will be required to be available for assessments and interviews at a date and time as determined by the Department. All shortlisted candidates will be subjected to Personnel Suitability Checks. The successful candidate will be subjected to undergo security vetting. The Department will conduct reference checks which may include social media profiles of the shortlisted candidates. Applicants must declare any pending criminal, disciplinary or any other allegations or investigations against them. Should this be uncovered during / after the interview took place, the application will not be considered and in the unlikely event that the person has been appointed such appointment will be terminated. The successful candidate will be required to enter into an employment contract and sign a performance agreement with the Department. All applicants are required to declare any conflict or perceived conflict of interest, to disclose memberships of Boards and directorships that they may be associated with.

MANAGEMENT ECHELON

<u>POST 44/132</u>	:	<u>DIRECTOR: STRUCTURED AGRICULTURAL TRAINING REF NO: DIR/T (X1 POST)</u>
<u>SALARY</u>	:	R1 266 714 per annum (Level 13). The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance
<u>CENTRE REQUIREMENTS</u>	:	Glen College Of Agriculture
	:	An appropriate B-degree or equivalent qualification (NQF level 7 as recognized by SAQA) in the field of Agriculture / Education / Business Economics / Economics / Leadership / Management. 5 years of experience at a middle/senior managerial level. Driver's license. Certificate of successful completion of National School of the Government's SMS Pre-Entry programme prior appointment.
<u>DUTIES</u>	:	Overall manage and strategically direct all the Programmes under Structured Agricultural Training and Development, which include the following areas of responsibility: Higher Education and Training Services; Further Education and Training Services; Institute Support Services; Total Quality Management Services; and Institute Farm Management Services. Manage the development of strategies and policies and its implementation in accordance with agreed norms and standards and manage the implementation of National, Provincial and Departmental frameworks. Oversee quality assurance processes in higher and further education and training qualification offerings, which inter alia include the following: Ensure the development and maintenance of the Agricultural Training Institute Annual Quality Assurance Plan; Ensure the development, design and alignment of higher and Further education & Training curriculum to the required HEQC / FET standards; Manage the implementation of further education and training certification; Ensure compliance with the accreditation requirements and ensure the establishment of Agricultural Training Institute committees. Develop business models for enhancing income generation projects for the College. Oversee the implementation of applicable Acts and regulatory requirements (e.g. Higher Education Act 101 of 1997, Further Education and Training Act 98 of 1998, Skills Development Act 97 of 1998, South African Qualifications Authority Act 58 of 1995, National Development Plan, Public Service Act, 1994, PSR, 2016 (as amended), PFMA1999, Labour Relations Act, 1996, PAIA, Constitution of the Republic of South Africa, Act No 108. of 1996, BCEA, etc.). Manage the development of the 5 year strategic plan and the annual performance plan for the Directorate and monitor the implementation of all agricultural training and development requirements and report monthly, quarterly and annually to enhance the overall performance of the Directorate. Manage the utilization of all resources of the Directorate in line with relevant legislation. Advise and interact with various role players within and outside the Department on all issues relating to agricultural training and development to optimize productivity and accelerate economic growth in the in order to develop the Agricultural Sector. Identify potential risks, mitigate solutions and act pro-actively to facilitate implementation of solutions. Manage and coordinate a comprehensive array of programs, operations, campaigns and interventions aimed at the achievement of the priorities of the Directorate to support sustainability and growth within the Agricultural Sector.
<u>ENQUIRIES</u>	:	Dr K Mojabelo at Tel No: 072 711 1809

DEPARTMENT OF HEALTH

<u>CLOSING DATE</u>	:	12 December 2025
<u>NOTE</u>	:	Directions to applicants: Applications must only be done via the online recruitment platform for the Department at: https://ihealth.fshealth.gov.za/e-Recruitment/ Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. The application must indicate the correct Job title, the office where the position is advertised and the Reference number as stated in the advert. Failure by the applicant to fully complete the application form will lead to disqualification of the application during the selection process. Applications filed by hand on the

Z83 will unfortunately not be considered. Should you be in a possession of foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Dual citizenship holders must provide the Police Clearance certificate from country of origin when shortlisted. All non-SA Citizens will be required to submit a copy of proof of South African permanent residence when shortlisted. Applications that do not comply with the above-mentioned requirements will not be considered. Suitable candidates will be subjected to a personnel suitability check (criminal record, financial checks, qualification verification, citizenship checks, reference checks and employment verification). Correspondence will be limited to short-listed candidates only. If you have not been contacted within three (3) months after the closing date of this advertisement, please accept that your application was unsuccessful. The Department reserves the right not to make any appointment(s) to the advertised post(s). Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. The Department does not accept applications via fax or post. Failure to upload and submit all the requested documents will result in the application not being considered during the selection process. All successful candidates will be expected to enter into an employment contract and a performance agreement within 3 months of appointment, as well as be required to undergo a security clearance three (3) months after appointments. Applicants are informed that costs associated with the recruitment processes i.e. travelling and accommodation will be at the expense of the applicants not the Department.

OTHER POSTS

<u>POST 44/133</u>	:	<u>DEPUTY DIRECTOR: MEDICAL ORTHOTICS AND PROSTHETICS REF NO: H/D/1/2025</u>
<u>SALARY</u>	:	Grade 1: R1 045 446 - R1 158 507 per annum, (all -inclusive salary package consists of 70% basic salary and 30% flexible portion that be structured in terms of the applicable rules, Medical Aid (Optional).
<u>CENTRE REQUIREMENTS</u>	:	Corporate Office, Bloemfontein
	:	Matric plus National Diploma in Medical Orthotics and Prosthetics at NQF 6 as recognized by SAQA. Current of registration (2025/2026) of the Health Professions Council of South Africa as a Medical Orthotist/Prosthetics Grade 1: 5 years' experience in Orthotic and Prosthetic environment of which 3 years must be on management level (ASD) in the field of Orthotics & Prosthetic: Valid driver's license. Knowledge And Skills: Strong leadership skills used to bring about positive cultural change and a highly productive and engaged workforce. Problem-solving, decision-making, negotiation and conflict-resolution skills. Knowledge and experience in policy making processes. Computer literacy (Microsoft Soft Office package) to enhance service delivery. Operational and general management of the Orthotic and Prosthetic Centres and ensuring service delivery mechanisms, in line with relevant key Policy Frameworks. Competency in Public Sector People Management, Financial Management and Supply Chain Management. Ability to effectively and efficiently manage the Sub-Directorate resources. Competency in information management (data management, analysis, interpretation, target setting, monitoring and evaluation) skills. Ability and willingness to work overtime including weekends and public holidays and to deputise the immediate supervisor should the need arises.
<u>DUTIES</u>	:	Provide a comprehensive strategic and operational leadership and management of Orthotic and Prosthetic service through the development, review, and the implementation the strategic and operational plans. Develop and facilitate inputs on legal prescripts, Acts, Policies, Circulars, Guidelines, and Procedures. Ensure comprehensive Clinical Governance of O&P services, including the development and implementation of clinical protocols, Quality Assurance and Quality Improvement plans, National Core Standards and OHS Act compliance. Ensure comprehensive people management and development of all staff in the component. Ensure good financial management to achieve maximum value for money. Ensure equitable distribution of resources to achieve optimal service delivery. Liaison with internal (DOH) and external (including institutions of Higher Learning) stakeholders to improve continuity of care in respect of training, research and innovation in the field. Utilize health information technology and other health information systems for

		enhancement of service delivery in the province. Facilitate performance information management, reporting and accountability.
<u>ENQUIRIES</u>	:	Mr. J. M. Mokgatle Tel No: (051) 408 1540/1
<u>APPLICATIONS</u>	:	Applications to be directed to: https://ihealth.fshealth.gov.za/e-Recruitment/
<u>POST 44/134</u>	:	<u>DEPUTY DIRECTOR: INTERNAL AUDIT REF NO: H/D/2/2025</u>
<u>SALARY</u>	:	R896 436 - R1 055 958 per annum, (all -inclusive salary package consists of 75% basic salary and 25% flexible portion that be structured in terms of the applicable rules, Medical Aid (Optional)
<u>CENTRE</u>	:	Corporate Office, Bloemfontein
<u>REQUIREMENTS</u>	:	Matric plus Diploma/Degree/NQF7 in Internal auditing with minimum of 3-5 years of experience in Internal Auditing of which 3 years should be at managerial (ASD) level. Knowledge Required: Teammate software, Enterprise Risk Management Framework, Public Finance Management Act, King IV report on corporate governance and Treasury Regulations. Understanding and application of Global Internal Audit Standards. Registration with IIASA. Valid Driver's License. A successful candidate will be required to undergo a security clearance and must be willing to travel extensively and work irregular hours. Skills required: Communication, policy analysis, planning and organizing, people management, problem solving, time management, project management, facilitation and presentation skills. Knowledge And Skills: Possession or studying towards either one or more professional certificate: Certified Internal Auditor (CIA), Certified Government Auditing Professional (CGAP), Certification in Control Self-Assessment (CCSA) will be an added advantage. Qualification and experience in Information Technology Audit.
<u>DUTIES</u>	:	Provide inputs in the development of the three-year rolling plan and annual internal audit plan for the first year of the three-year rolling plan. Provide inputs to the enhancement of audit methodologies and technologies. Allocate, supervise and manage audit projects. Provide internal audit assurance and consulting services to the department as may be required from time to time. Manage communication and relationships with clients and other stakeholders. Market and represent Internal Audit. Review and quality check internal audit reports. Manage performance, provide appropriate training and development for internal audit staff. Assist with the administration of Internal Audit.
<u>ENQUIRIES</u>	:	Mr. SM Lekola Tel No: (051) 408 1762/1585
<u>APPLICATIONS</u>	:	Applications to be directed to: https://ihealth.fshealth.gov.za/e-Recruitment/
<u>POST 44/135</u>	:	<u>PNA7 ASSISTANT MANAGER NURSING AREA REF NO: H/P/9/2025</u>
<u>SALARY</u>	:	R693 096 - R813 732 per annum, plus 13th Cheque, Home Owner Allowance, Medical Aid (Optional), Employee must meet the prescribed requirements.
<u>CENTRE</u>	:	Corporate Office, Bloemfontein
<u>REQUIREMENTS</u>	:	Matric post graduate qualification Diploma/Degree in Nursing Administration or equivalent qualification that allows registration with South African Nursing Council. Current of registration {2025/2026} of the Health Professions Council of South Africa as a Professional Nurse. A minimum of 8 years' appropriate/recognizable experience in nursing after registration with SANC as a Professional Nurse in General Nursing. At least 3 years of the period referred to above must be appropriate/recognizable experience at management level. Computer literacy Valid driver's License. Knowledge And Skills: understanding of key indicators within these programs. Good communication skills. Ability to work independently and in a multi-disciplinary team context. Analytic thinking independent decision making and problem-solving skills. Responsive and proactive with flexible approach. Good co-ordination and planning skills. Complaints management skills. Knowledge and understanding of the legislative framework governing the Public.
<u>DUTIES</u>	:	Improve quality of health information in the Free State Province, Manage and utilization of resources in accordance with relevant directives and Legislations, Support the training of the new clinical records and HPRSN of the PHC, Co-ordinate and monitor data quality assessment, Co-ordinate, conducting and capturing Patient experience survey by institutions/ facilities. Provide in-service training, mentoring and support subordinates to execute their functions effectively and efficiently. Support creation of audit trail in facilities to meet recommendations from AGSA. Review PIDS and NIDS for the department, participate in data quality and data alignment workshops on behalf of the Department and implement resolutions thereof. Ability to analyse data and

dissemination of information. Provide leadership and guidance to information management directorate on performance information reliability, accuracy and completeness as well as the development of data quality monitoring tools and implementation thereafter. Conduct support visit on quarterly basis to the district and facilities on aspects such as data quality and implementation of policies DHIMS and guideline and SOPs'. Lead the development and implementation of data elements and training them after. Identify and provide support to district and program managers. Design and implement training program that will improve data quality and use for the departmental staff members at all levels of care as well as performance tracking indicators. Support the directorate with planning and implementation of TB/HIV Integration (SMARTER) and DHIS 2 systems in the facilities as well as supporting preparations of district health plans in relation to information management. Analyse changes and patterns in key indicators, information management performance reports in order to make recommendations and strategies to close the gap. Implement capacity building activities to provincial, district and facility information offices in terms of data manipulation, data quality issues, records management and data element definitions and meta data. Conduct the ANC Survey for the Free State Province. Support DDC at the hospital/PHC set up and Rationalization of registers for PHC. Management together with the daily data capturing processes in institutions. Implement data sign off processes in the institutions and Reconciliation of data.

<u>ENQUIRIES APPLICATIONS</u>	:	Dr. P Chikobvu Tel No: (051) 408 1738/1704
	:	Applications to be directed to: https://ihealth.fshealth.gov.za/e-Recruitment/
<u>POST 44/136</u>	:	<u>CHIEF MEDICAL ORTHOTIST PROSTHETIST REF NO: H/C/3/2025</u>
<u>SALARY</u>	:	Grade 1: R575 250 - R638 856.per annum, plus 13th Cheque, Home Owner Allowance, Medical Aid (Optional), Employee must meet the prescribed requirements.
<u>CENTRE REQUIREMENTS</u>	:	Corporate Office, Bloemfontein
	:	Matric plus qualification in medical Orthotic and Prosthetics as recognized by SAQA. Current of registration (2025/2026) of the Health Professions Council of South Africa as Medical Orthotics/Prosthetics. Grade 1: Minimum of 3 Years' experience at a production level. Valid Code driver's license. Knowledge And Skills: Strong innovative, leadership, problem solving, decision-making, negotiation and conflict-resolution skills. Computer literacy (Microsoft Soft Office package) to enhance service delivery. Operational of the Orthotic and Prosthetic Centre and ensuring service delivery mechanisms, in line with relevant key Policy Frameworks; Ability to think and function independently as well as in a multidisciplinary team; Competency in information management (data management, analysis, interpretation, target setting, monitoring and evaluation) skills. Ability and willingness to work overtime including weekends and public holidays and to deputise the immediate supervisor should the need arises.
<u>DUTIES</u>	:	Operational Planning and coordination of Orthotics and Prosthetics and Orthopaedic Footwear Services. Supervise all aspects of human resource, Orthotics and Prosthetics and Orthopaedic Footwear production; Coordinate and participate in production work such as designing, measuring, manufacturing, fitting, repairing and adjusting all Orthotics and Prosthetic devices. Coordinate and participate in outreach service and maintaining services at satellite clinics. Prudent management of finances including Supply Chain Management; Provide supervision and training of students and all in-service trainees. Comprehensive clinical governance and clinical practice review including the development and implementation of clinical protocols, guidelines and SOP's; Liaison with internal and external to enhance continuity of care;
<u>ENQUIRIES APPLICATIONS</u>	:	Mr. KR. Moathodi Tel No: (051) 405 1559
	:	Applications to be send to: https://ihealth.fshealth.gov.za/e-Recruitment
<u>POST 44/137</u>	:	<u>CLINICAL PROGRAM COORDINATOR (PNA5) REF NO: H/C/4/2025</u>
<u>SALARY</u>	:	R549 192 - R629 121 per annum, plus 13th Cheque, Home Owner Allowance, Medical Aid (Optional), Employee must meet the prescribed requirements.
<u>CENTRE REQUIREMENTS</u>	:	Corporate Office, Bloemfontein
	:	Senior Certificate, Diploma/Degree in nursing or equivalent that allows registration with the South African Nursing Council. Current of registration

(2025/2026) of the Health Professions Council of South Africa as Professional Nurse. A minimum of 7 years appropriate /recognizable experience in nursing after registration with SANC as a professional nurse. Valid driver's License. Computer literate. Knowledge And Skills: Knowledge of data use, data triangulation and target setting as well as understanding measurements of routine data accuracy are essential. Ability to work under pressure and should be able to deliver under tight deadlines together with willingness to work extra hours. Prepared to travel within the Free State Province and outside the province. Analytical skills coupled with good report writing, communication, presentation and interpersonal skills. Knowledge of legislation and policies regulating health data. Health Information Management Skills (Experience with Electronic)

DUTIES

: Coordinate and support the development, implementation, and evaluation of clinical programs and health information initiatives. Ensure alignment of health information programs with clinical standards, organizational goals, and regulatory requirements. Monitor project timelines, deliverables, and resources to ensure successful program delivery. Assist in the design and rollout of digital health initiatives, such as EMR implementations or upgrades. Ensure the accuracy, completeness, and timeliness of clinical data entry and documentation. Contribute to health data audits, reporting, and performance improvement initiatives. Assist with the development of data governance frameworks, policies, and procedures to ensure compliance with relevant legislation and standards. Provide training, education, and support to clinical staff on documentation best practices, HIM standards, and digital systems use. Foster clinical engagement and promote awareness of the importance of accurate data for patient care, research, and policy development. Lead or participate in working groups and committees related to HIM and clinical system enhancement. Assist with incident reviews or audits related to health data integrity and patient safety. Represent the HIM unit in internal and external forums and consultations. Build partnerships across departments to support integrated information management practices. Manage data risks associated with data quality and data confidentiality. Support the training of all data and records management systems throughout the province. Train and Coordinate and monitor data quality assessment, patient experience and antenatal care survey in institutions. Analyse data and dissemination of reports as well as supporting creation of audited trail at facilities as required by the Auditor General. Support, train and review of PIDS and NIDS for the department. Conduct support visits to districts and facilities on data quality and implementation of policies DHIMS, guidelines and SOPs. Support the directorate with planning and implementation of TB/HIV integration and DHIS 2 systems in the facilities. Implement capacity building activities to provincial, district and facility information offices in terms of data quality issues, records management and data element definitions and meta data. Implement data sign off processes in all the institutions and data reconciliation certificates.

ENQUIRIES APPLICATIONS

: Dr. P Chikobvu Tel No: (051) 408 1738/1704
: Applications to be directed to: <https://ihealth.fshealth.gov.za/e-Recruitment/>

POST 44/138

: **MEDICAL ORTHOTIST PROSTHETIST REF NO: H/M/16/2025**

SALARY

: Grade 1: R397 233 - R454 191.per annum
Grade 2: R463 941 – R529 221.per annum
Grade 3: R543 099 – R657 507 per annum
plus 13th Cheque, Home Owner Allowance, Medical Aid (Optional), Employee must meet the prescribed requirements.

CENTRE REQUIREMENTS

: Corporate Office, Bloemfontein
: Matric plus qualification in Medical Orthotic and Prosthetics as recognized by SAQA. Current of registration (2025/2026) of the Health Professions Council of South Africa as Medical Orthotics/Prosthetics. **Grade 1:** None, **Grade 2:** Minimum of 10 Years, **Grade 3:** Minimum of 20 Years. Valid driver's license. Knowledge And Skills: Assess, plan, repair /manufacture medical orthotic prosthetic assistive devices for clients. Thorough knowledge of medical orthotic prosthetic service. Ability to work independently and in a team. An understanding of public service HR and Procurement procedures. Report writing skills. Good interpersonal relations. Computer literacy including MS Outlook, Word, Excel and PowerPoint, Virtual meeting platforms literacy. Ability to work under pressure. Ability and willingness to work overtime including

		weekends, shift work, and public holidays and to deputise the immediate supervisor should the need arises.
<u>DUTIES</u>	:	Responsible for the smooth running of the department and professional services to patients. General care of patients and safety of patients; Assist in planning and conducting multidisciplinary consultation and outreach clinics in the district. Supervise staff including Footwear Technicians, students and Community Service Medical Orthotist Prosthetists Responsible management of assets. Implementation of guidelines, clinical protocols and standard operating procedures.
<u>ENQUIRIES</u>	:	Mr. KR. Moathodi Tel No: (051) 4051559
<u>APPLICATIONS</u>	:	Applications to be send to: https://ihealth.fshealth.gov.za/e-Recruitment .
<u>POST 44/139</u>	:	<u>CHIEF NETWORK CONTROLLER REF NO: H/C/5/2025</u>
<u>SALARY</u>	:	R397 116 - R467 790 per annum, plus 13th Cheque, Home Owner Allowance, Medical Aid (Optional), Employee must meet the prescribed requirements.
<u>CENTRE</u>	:	Corporate Office, Bloemfontein
<u>REQUIREMENTS</u>	:	Matric, plus diploma/degree/NQF6 qualification in Information Technology.3 years' functional experience valid driver's license Knowledge and Skills: Excellent Computer (MS Office), Excellent mathematical knowledge is essential, Knowledge of Reporting, Query tools and practices and should have the ability to troubleshoot. Knowledge of database security administration and user management, Good communication (written and verbal) & interpersonal skills, including patience as well as a highly enthusiastic attitude. Good understanding of how the public health service functions. Ability to analyse data and disseminate information. Collecting and recording of data. Knowledge of data security as well as being able to understand the Health Information policy. Health-related statistical experience is an added advantage. Knowledge of IT hardware management is an added advantage.
<u>DUTIES</u>	:	Keeping the district and institutions informed of set goals, updates and latest developments on information management systems. Ensuring that all set goals are implemented by the district and institutions as agreed. Continuous support to end-users and ensures data capturing is not hampered in any way. Conduct and support Health Information Systems and Data Management training, Current and future plan for all equipment and network requirements that are related to all the information management systems in the province. Plan and advice districts on suitable mechanisms to ensure all data computers are secure in the facilities and the data is secure in the system. Standardised minimum equipment and support structures. Perform routine checks to ensure all computers running with data are up to date with security patches. Proactive prevention and speedy reaction to ensure a zero downtime of computers, keep a record of all ICT resources at facilities (includes laptops, computers, modems, network cables etc.) Dealing with all ICT user-related queries. Updating of software and ETR.net, HPRS, web- DHIS, and TIER.net versions, etc as, needed. Support implementation of EMR and HMS2. Routine facility visits to ensure that systems (HPRS, ETR.net and TIER.net, we-DHIS, ICT, etc) challenges are addressed. Maintain all ICT data management equipment; perform age analysis of computers and report on equipment needs for the institutions. Educate the health facility and sub-district on all information management systems related to ICT policies. Assist with day-to-day problem solving for information management systems HPRS, web-DHIS, ETR.net and TIER.net users, etc as well as other users at institutions. Training of health care workers on the use of computers skills and be able to implement change management in this regard together with the ability to work under pressure, and should be able to deliver under tight deadlines, Support Health Information systems (Roll-out and Maintenance) Experience in driving and should be a holder of a valid driver's license and be prepared to travel within the Free State Province.
<u>ENQUIRIES</u>	:	Dr. P Chikobvu Tel No: (051) 408 1738/1704
<u>APPLICATIONS</u>	:	Applications to be directed to: https://ihealth.fshealth.gov.za/e-Recruitment/
<u>POST 44/140</u>	:	<u>BROADCAST ENGINEER X 1 MULTIMEDIA REF NO: H/B/1/2025 (X2 POSTS)</u>
<u>SALARY</u>	:	R397 116 - R467 790 per annum, plus 13th Cheque, Home Owner Allowance, Medical Aid (Optional), Employee must meet the prescribed requirements.
<u>CENTRE</u>	:	Corporate Office, Bloemfontein

<u>REQUIREMENTS</u>	:	Matric plus an undergraduate Degree qualification (NQF 7) in Broadcast Engineer recognized by SAQA. 3-5 years' experience in Broadcasting Engineer. Knowledge and Skills: Knowledge of broadcasting, rules and regulations of ICASA regulations. Occupational, hazards and standard. Principles and procedures of video production and editing. Methods and applications of computer graphics. Photography and video Knowledge of the Public Financial Management Act. Knowledge of the Public Service Regulatory Framework.
<u>DUTIES</u>	:	Ensure the smooth running of the broadcasting and conduct minor repairs of equipment. Provide technical administration in order to ensure the broadcasting comply with relevant regulations. Coordinate and monitor the implementation of newly installed systems. Facilitation, report and provide technical assistant to ensure effective and efficient smooth running of the broadcast. Handle day to day operations of the broadcasting engineering function, video editing and ensuring administrative and technical requirements are met. Ensure all broadcast operations comply with ICASA local/National regulatory standards.
<u>ENQUIRIES</u>	:	Mr. LJ Barnard Tel No: (051) 408 1765
<u>APPLICATIONS</u>	:	Applications to be directed to: https://ihealth.fshealth.gov.za/e-Recruitment/
<u>POST 44/141</u>	:	<u>INTERNAL AUDITOR REF NO: H/I/1/2025 (X4 POSTS)</u>
<u>SALARY</u>	:	R325 101 - R382 959 per annum, plus 13th Cheque, Home Owner Allowance, Medical Aid (Optional), Employee must meet the prescribed requirements.
<u>CENTRE</u>	:	Corporate Office, Bloemfontein
<u>REQUIREMENTS</u>	:	Matric plus Diploma/NQF6 in Internal auditing/Accounting/Risk Management. Valid Driver's License and ability to drive. A successful candidate must be willing to travel extensively and work irregular hours. 3 years experiences in audit environment. Knowledge and Skills: Knowledge of Teammate software.
<u>DUTIES</u>	:	Provide inputs in conducting risk assessments. Assist in planning and conduct audit assignments in accordance with audit methodology and Global Internal Audit Standards. Prepare audit programmes. Gather adequate, competent and useful evidence. Assist in preparing draft audit reports to be reviewed by management. Conduct ad-hoc assignments and follow up audits. Assist in the administration of the Internal Audit activities.
<u>ENQUIRIES</u>	:	Mr. SM Lekola Tel No: (051) 408 1585
<u>APPLICATIONS</u>	:	Applications to be directed to: https://ihealth.fshealth.gov.za/e-Recruitment/
<u>POST 44/142</u>	:	<u>ORTHOPEDIC FOOTWEAR TECHNICIAN REF NO: H/O/1/2025 (X2 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R269 106 - R305 655 per annum Grade 2: R313 800 – R380 802 per annum plus 13th Cheque, Home Owner Allowance, Medical Aid (Optional), Employee must meet the prescribed requirements.
<u>CENTRE</u>	:	Corporate Office, Bloemfontein
<u>REQUIREMENTS</u>	:	NQF level 4 or 5 or matric certificate plus 2 years' experience. Valid driver's license. Knowledge and Skills: Competencies (knowledge/skills): Ability to work independently and in a team. Good interpersonal relations. Ability to work under pressure. Sound knowledge and understanding of surgical footwear manufacturing, fitting, repair and modifications.
<u>DUTIES</u>	:	Design, measure, manufacture, fit, repair, adjust and align all surgical footwear and shoe modifications. Consult with the Medical Orthotist/Prosthetist in prescription of correct appliance for each patient. Deliver efficient and effective OFT clinical and practical related administrative service including record keeping, Routine weekly cleaning and maintenance of equipment and machinery, Promoting continuous development within the profession. Perform any other duties delegated by supervisor from time to time.
<u>ENQUIRIES</u>	:	Mr. J. Stellenberg Tel No: (058) 3035123 Ext 239 and Mr. KR. Moathodi Tel No: (051) 4051559
<u>APPLICATIONS</u>	:	Applications to be send to: https://ihealth.fshealth.gov.za/e-Recruitment .

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

<u>APPLICATIONS</u>	:	must be submitted online at https://jobs.gauteng.gov.za alternatively email to gFleeTRecruitment@gauteng.gov.za . For general enquiries please conduct Human Resources on Tel No: (010) 345 1535.
<u>CLOSING DATE</u>	:	19 December 2025
<u>NOTE</u>	:	It is our intention to promote representative (Race, Gender, and Disability) in the Public Service through the filling of this post. Applications must be submitted on form Z83(effective 01 January 2021), obtainable from any public service department or on internet at www.dpsa.gov.za /documents. Received applications using the incorrect application for employment (old Z83) will not be considered. Each application for employment form must be fully completed, duly signed and initialled by the applicant. Failure to fully complete, initial and sign this form may lead to disqualification of the application during the selection process. A fully completed, initialled, and signed new form Z83 (Section A, B, C and D compulsory and (Section E, F and G ignore if CV attached) and a detailed CV is required. Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Suitable candidates will be subjected to personnel suitability checks (positive Identity, qualification, fraud listing, employment reference, and criminal record verification as well as the required level of security clearance process). The logistics of which will be communicated by the Department. Department reserves the right not to make appointment to the advertised post. NB: If you do not receive any response within 3 months, please accept that your application was unsuccessful. No faxed, post or hand delivered, and late applications will be considered.

OTHER POST

<u>POST 44/143</u>	:	<u>DEPUTY DIRECTOR: FINANCIAL ACCOUNTING REF NO: REFS/023296</u> Chief Directorate: Financial and Management Accounting
<u>SALARY</u>	:	R896 436 per annum (Level 11)
<u>CENTRE</u>	:	Bedfordview
<u>REQUIREMENTS</u>	:	An appropriate Degree/Diploma in Accounting or Financial Management. 3 years' relevant experience in financial accounting at supervisory/management (ASD) level. Knowledge of IFRS/GRAP Standards, PFMA/MFMA, Treasury Regulations and other applicable legislations. The role requires expertise in the preparation of financial statements, income and expenditure control, supported by strong knowledge of internal controls, audit processes and risk management. Proficiency in financial systems such as CaseWare, ERP platforms (e.g. SAP) and advanced Excel is essential. In addition, the incumbent must have knowledge of project management, change management, HR policies and stakeholder engagement to effectively lead teams and ensure accurate, compliant, and transparent financial reporting.
<u>DUTIES</u>	:	Managing the Strategic and Operational Functions of the Finance Sub-Directorate: Monitor relevant financial policies, legislation, and regulatory frameworks to ensure compliance and alignment with the latest developments; Develop, review, and maintain Standard Operating Procedures (SOPs) and financial management policies related to expenditure, revenue, and debtors; Ensure adherence to financial prescripts and internal controls; Provide expert guidance and support to internal stakeholders on financial matters and decision-making. Manage Expenditure, Revenue and debtors: Daily review of transactions and adjustments (journals) initiated by subordinates for compliance with all applicable GRAP standards; Oversee and monitor the timely processing and payment of all invoices; Provide strategic oversight of revenue billing processes to ensure accuracy and completeness of revenue; Address billing-related queries from client departments promptly and effectively; Conduct regular follow-ups on long outstanding debtors and ensure recovery efforts are documented; Monitor accounting processes

including the general ledger, trial balance, and reconciliation activities to ensure financial integrity. Preparation of Financial Statements and Reporting: Prepare and review accurate quarterly and annual financial statements in accordance with the Public Finance Management Act (PFMA); Compile and submit monthly income and expenditure reports; Contribute financial data and insights to the Annual Performance Report; Ensure all financial reports are prepared in line with GRAP. Coordinate Audit Compliance and Risk Management within the finance sub-directorate: Coordinate timely responses to audit findings and queries; Develop and implement action plans to address audit recommendations and prevent recurrence; Foster a culture of continuous improvement and risk awareness. Provide Sub-Directorate Leadership and Performance Management: Manage and support the performance and professional development of direct reports; Oversee HR-related functions including leave management and performance reviews; Maintain effective communication channels and promote collaboration across teams; Develop, implement, and monitor the operational plan of the sub-directorate, ensuring alignment with broader departmental goals; Manage work allocation processes and ensure high standards of output quality; Prepare and submit required reports and documentation accurately and on time; Represent the sub-directorate in internal committees and working groups as needed; Provide functional and technical advice to team members and stakeholders.

ENQUIRIES

: Ms. Andiswa Gingqi Tel No: (011) 372 - 8660

**PROVINCIAL ADMINISTRATION: KWAZULU-NATAL
DEPARTMENT OF COMMUNITY SAFETY AND LIAISON**

APPLICATIONS

: must be posted to: The Acting Director-General, KwaZulu-Natal Office of the Premier, Private Bag X9037, Pietermaritzburg, 3200 or hand delivered to: The Chief Director: Strategic Human Resource Management, Office of the Premier, 1st Floor, Invesco Centre, 16 Chatterton Road, Pietermaritzburg, 3201 and marked for the attention of Ms T.W. Zulu. "Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs. Applicants can submit their Z83 and CV directly to the following email address recruitment@kznpremier.gov.za. The KwaZulu-Natal Provincial Government is an equal opportunity, affirmative action employer and preference will be given to suitably qualified candidates from designated groups in terms of Employment Equity Act, 1998. The Department reserves the right not to make these appointments.

CLOSING DATE

: 12 December 2025

NOTE

: 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. The KwaZulu-Natal Provincial Government reserves the right not to make this appointment. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Failure to comply with the above instructions will result in the disqualification of your application. NB: All shortlisted candidates may be subjected to a technical exercise that intends to test the relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical assessment, candidates recommended for appointment at the SMS level will be required to produce a Pre-entry certificate for the course offered by the National School of Government (NSG) prior to their appointment. The course is available at the NSG under the name Certificate for entry into the SMS and the full details can be obtained by following the link: <https://www.thensg.gov.za/trainingcourse/smspre-entryprogramme>. All SMS posts have been identified to target females and people with disabilities in order to achieve the 50% and 2% targets respectively, in line with National Cabinet Directive. The successful candidate will be required to undergo security clearance and to disclose financial interests in accordance with the regulations.

MANAGEMENT ECHELON**POST 44/144**

: **HEAD OF DEPARTMENT REF NO: DCSL/HOD/11/2025**
5 Year Fixed-term contract

SALARY

: R1 813 182 per annum (Level 15), Inclusive remuneration package, plus a 10% non-pensionable Head of Department allowance. The inclusive remuneration package includes a 30% portion which may be structured according to the individual's needs.

**CENTRE
REQUIREMENTS**

: Head Office – Pietermaritzburg
: Applicants must be in possession of a post graduate qualification at NQF level 8 in LLB/ Criminology/ Public Administration/ Social Sciences as recognized by SAQA. Minimum of 10 years relevant experience at a senior management level. Computer Literacy. Valid driver's license. Knowledge and Skills: Strong strategic capabilities as well as leadership Significant managerial capability and experience in providing strategic leadership and direction in the sector. Extensive knowledge and understanding of national and provincial legislation Sound knowledge and understanding of all policies affecting the Department of Community Safety and Liaison Ability to engage leaders in government, businesses and labour at high level Experience in working with organized labour and unions Facilitation and organizing skills Good negotiation skills Experience in running an organization as well as interacting with senior officials/human resources within and outside the Public Sector Extensive knowledge and understanding of the Constitution of South Africa, Public Service Act, Public Service Regulations, Labour Relations act, Public Finance Management Act, Treasury Regulations Knowledge, interpretation and

Application of all Legislative Framework/ Policies Project Management Skills Financial Management Skills Strategic Management Skills and Planning Skills People Management and empowerment skills Analytical, creative and innovative thinking skills.

DUTIES

: Provide strategic direction and perform all functions attached to the Head of Department of Community Safety and Liaison in terms of the Public Service Act, 1994 as amended and Public Service Regulations, 2016. Ensure the effectiveness and efficiency of line function components dealing with the monitoring of police service delivery, the evaluation of complaints received about the police, social crime prevention and research, community policing, and victim empowerment and special inter-sectoral projects Formulate and ensure the implementation of policies, procedures, strategies and projects, including the determination and provision of training and development programmes within and external to the Department which will enable the Department to successfully fulfil its role in providing an effective and efficient service at all times The management of all resources, including human resources under his/her supervision in order to deliver on core functions Exercising of control of the utilisation of the KZN Department of Community Safety and Liaison in terms of prescribed Acts and Regulations to ensure the efficient and effective delivery of services to the people of the Province Provide expert advice to the Premier as the Executive Authority on a regular basis regarding all matters pertaining to the Department and legal support and security services as stipulated in the SAPS Act and MISS document Provide effective and efficient administrative systems The overall management of the rendering of efficient and professional departmental services to functionaries within Department and the general public with particular emphasis on service delivery within the Province.

ENQUIRIES

: Mr. S.G. Ngubane at 087 743 8922

DEPARTMENT OF HEALTH

“(We strive to create an environment that brings the power of diversity to life and as such, this Department is an equal opportunity, affirmative action employer, whose aim is to promote inclusiveness in all occupational levels in the Department.)

NOTE

: Applications must be submitted on the new prescribed Application for Employment form (Z83) which must be originally signed, initialed and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV (with detailed experience). Persons with disabilities are encouraged to apply for the post. Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants with foreign qualifications are requested to have their qualifications evaluated by SAQA and to provide proof of such evaluation when they shortlisted. Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for quoting the relevant reference number. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful.

OTHER POST

POST 44/145

: **ASSISTANT DIRECTOR FINANCE: EXPENDITURE MANAGEMENT REF NO: G29/2025**
Cluster Financial Management

SALARY
CENTRE
REQUIREMENTS

: R468 459 per annum (Level 09)
: Head Office
: A Senior Certificate (grade 12) or equivalent. 3 years National Diploma at NQF Level 6 or higher in Accounting or Financial Information Systems as recognised

DUTIES

: by SAQA. A minimum of 3 years' experience of financial systems or system administration and user support. Valid Driver's License (Minimum Code EB).
: Responsible for the facilitation, management and control of Official/Use profiles for the Treasury approved Financial Transversal System (BAS) within the Department. Includes access to the approved Human Resource System (PERSAL) for user verification/terminations. Responsible for the creation, facilitation, management and control of the various manually created interfaces for the approved Financial Transversal System (BAS) within the department. Includes the following interfaces: Telkom, Budget, Fleet, National Laboratory & HIV Grants. Responsible for the facilitation, management and control of the Treasury approved Financial Transversal System (BAS) in regard to software & hardware fault reporting, diagnose and solutions. Provide advice, guidance and input to policy. Consult with stakeholders and identify shortcomings in policies and legislation. Assist with the preparations of comments and recommendations. Dissemination of amendments, circulars, policies and legislation to relevant forums. Ensure the effective, efficient and economical management of allocated resources of the Division. Manage the human resources, Manage the allocated assets, provide training, advice and guidance to staff Manage EPMDS Manage potential risks and mitigation strategies. Knowledge, Skills, Training And Competencies Required: South African Constitution, Bill of Rights, Human Rights Act, Labour Relations Act, Skills Development Act, Public Service Act Public Service Regulations, Knowledge on Security Management Act, Occupational Health and Safety Act. Basic Conditions of Employment Act, Public Finance Management Act, Treasury Regulations and Practice Notes, Division of Revenue Act, Batho Pele. Human Resource Management, Financial Management, Risk Management, Conflict Management Organizational, Analytical, Motivational, computer literacy e.g. MS Office suite Relationship Management, facilitation, Interpersonal relations, Time Management, Change Management.

**ENQUIRIES
APPLICATIONS**

: Mrs NP Nzuza Tel No: (033) 395 2966
: All Applications Should Be Forwarded To: The Chief Director: Human Resource Management Services: KZN Department of Health, Private Bag X9051, Pietermaritzburg, 3200 OR Hand Delivered to: 330 Langalibalele Street, Natalia Building, Registry, Minus 1: North Tower (Attention: Mr. S Gambu) Interested applicants can visit the following website at www.kznonline.gov.za/kznjobs for full posts details. "Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs or submit their Z83 and CV directly to the following email address. 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 list of Designated Online Application Centres (DOACS) at www.kznonline.gov.za/kznjobs."

CLOSING DATE

: 12 December 2025

DEPARTMENT OF SOCIAL DEVELOPMENT**APPLICATIONS**

: Direct or hand deliver applications for all advertised posts to the address as indicated below: -Head Office: Department of Social Development, Private Bag X9144, Pietermaritzburg, 3200 or hand deliver to 174 Mayors Walk Road, Pietermaritzburg 3200 For Attention: Mrs PN Mkhize OR apply online using <https://www.eservices.gov.za> (Sthesha Waya Waya).

CLOSING DATE

: 12 December 2025

NOTE

: Applications must be forwarded to the relevant address. Applications must indicate the correct reference number of the post applied for and the Centre using a new Z83 form (which must be completed in a manner that allows a selection committee to assess the quality of the candidate based on the information provided in the form. It is therefore prudent that fields be completed by applicants and the form must be signed noting the importance of the declaration) which is effective from 01 January 2021 obtainable from any Public Service Department and should be accompanied by a detailed/comprehensive Curriculum Vitae. NB: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the fully completed Z83 and a detailed curriculum Vitae. Only shortlisted candidates will be required to submit certified documents on or before the date of the interview following communication from Human Resources. The Department is an Equal Opportunity Affirmative Action employer and is committed to

empowering people with disabilities. Appointment is subject to a positive outcome obtained on the following checks (Security Clearance, Citizenship, qualification verification, criminal records, credit records and previous employment). The employment is subject to signing the employment contract, annual performance agreement and to disclose financial interests in accordance with relevant prescripts. Candidates will be assessed and selected in accordance with the relevant measures that apply to employment in the Public Service. Failure to comply with any of the above instructions will result in immediate disqualification. If the applicant has not been contacted within three (3) months after the closing date must accept that his / her application was not successful. Unfortunately, due to excessive budget cuts the Department is not in a position to meet any travel and subsistence costs relating to the recruitment process for shortlisted candidates. It is regretted that because of large volumes of applications anticipated to be received, it is not possible for the Department to acknowledge receipt of the same and that only those applicants that participate in the final selection processes (interviews) will be notified of the outcome. The content of this circular must without delay be brought to the attention of all potential applicants.

OTHER POSTS

<u>POST 44/146</u>	:	<u>MANAGER: COMMUNITY DEVELOPMENT REF NO: DSD01/09/2025UGU</u>
<u>SALARY</u>	:	Grade 1: R970 686 per annum
<u>CENTRE</u>	:	UGU District
<u>REQUIREMENTS</u>	:	Qualifications: Bachelor's Degree in Community Development/ Development Studies/ Social Sciences. A minimum of 10 years recognizable experience in Community Development after obtaining the required qualification of which 5 years must be appropriate experience in community policy development. A valid driver's license. Knowledge: Constitution for the Republic of South Africa, Public Service Act, Public Service Regulations as amended as amended, Labour Relations Act, Research Methodology, Public Finance Management Act, Treasury Regulations, Employee Performance Management and Development System, National Development Plan, Provincial Growth and Development Plan, Knowledge of legislation for local government, Knowledge of Integrated Development Planning, Expert knowledge on theories and systems, skills, attitudes and values in community development to guide employees on its application, Expert knowledge and in depth understanding of individual and group behaviour, its inter-relations within community structures, dynamics of the community and current legislation to enable interventions, Ability and competence to develop community development policies and strategies. Ability to influence individuals and groups to participate in their own self-empowerment ventures, Ability to undertake complex research, Ability to compile complex reports, Skills/Core Competencies: Inter-sectoral collaboration and partnership, Intergovernmental relations, Planning and organizing, Networking, Communication (written and verbal), Professional counselling, Policy development and analysis, Financial management, Presentation, Facilitation, Problem solving, Project management, Staff management, Time management, Language, Computer literacy, Numeracy skills.
<u>DUTIES</u>	:	Manage the identification, facilitation and implementation of integrated development interventions in partnership with the community and other relevant stakeholders through the efficient, effective and economical utilization of resources by the unit/sub directorate; Monitor, interpret and review legislation and policies to determine whether the legislation and policies are still relevant and comply with current requirements; Develop proposals to amend/maintain the relevant acts and policies and develop new policies where required; Manage a community development unit/sub-directorate to ensure that an efficient and effective community development service is delivered through the proper utilization of human, financial and physical resources; Keep up to date with new developments in the community development and management fields to enhance service delivery; Plan and ensure that research on community development is undertaken.
<u>ENQUIRIES</u>	:	Ms TFP Khuzwayo Tel No: (039) 682 7562, Ugu District

POST 44/147 : **SOCIAL WORK POLICY DEVELOPER: PERSONS WITH DISABILITIES SERVICES REF NO: DSD02/09/2025 H/O**

SALARY : Grade 1: R453 201 per annum
CENTRE : Head Office, Pietermaritzburg
REQUIREMENTS : Qualifications: Bachelor's Degree in Social Work. Registration with the South African Council for Social Service Professions as a Social Worker. Only Shortlisted candidates will submit Proof of current registration with the South African Council for Social Services Profession as a Social Worker. A valid driver's license. A minimum of 8 years appropriate experiences in social work after registration as a Social Worker with the SACSSP. Knowledge: Constitution for the Republic of South Africa, Public Service Act, Public Service Regulations as amended as amended, Public Finance Management Act, Treasury Regulations, Policy analysis and development, Labour Relations Act, Research Methodology, Ability to compile complex reports. Skills/Core Competencies: Communication, Planning and organizing, Policy analysis and development, Financial management, Writing, Professional counselling, Presentation, Monitoring and evaluation, Project management, Facilitation, Computer, Numeracy, Driving skills.

DUTIES : Keep up to date with new developments in the persons with disabilities services; Conduct research and development; Develop, implement and maintain persons with disabilities policies; Perform all the administrative functions required in persons with disabilities services.

ENQUIRIES : Ms TN Nkosi Tel No: (033) 264 2008

POST 44/148 : **SOCIAL WORK (X100 POSTS)**

SALARY : Grade 1: R325 200 per annum
CENTRE : Durban Service Office Ref No: DSD04/09/2025DURBAN (X5 Posts)
 Inanda Service Office: Ref No: DSD05/09/2025INANDA (X2 Posts)
 Phoenix Service Office: Ref No: DSD06/09/2025PHOENIX (X2 Posts)
 KwaMashu Service Office: Ref No: DSD07/09/2025MASHU (X2 Posts)
 Chatsworth Service Office: Ref No: DSD08/09/2025 CHARTSWORTH (X3 Posts)
 uMlazi Service Office: Ref No: DSD09/09/2025UMLAZI (X8 Posts)
 uMlazi CYCC Ref No: DSD10/09/2025UMLAZI CYCC (X2 Posts)
 uMbombulu Service Office: Ref No: DSD11/09/2025UMBUMBULU (X1 Post)
 Mpumalanga Service Office: Ref No: DSD12/09/2025MPUMALANGA (X1 Post)
 Bhamshela Service Office: Ref No: DSD13/09/2025BHAMSHELA (X1 Post)
 Mandeni Service Office: Ref No: DSD14/09/2025MANDENI (X1 Post)
 Pietermaritzburg Service Office: Ref No: DSD15/09/2025PIETERMARITZBURG (X2 Posts)
 Vulindlela Service Office: Ref No: DSD16/09/2025VULINDLELA (X1 Post)
 Impendle Service Office: Ref No: DSD17/09/2025IMPENDLE (X1 Post)
 UMshwathi Service Office: Ref No: DSD18/09/2025UMSHWATHI (X2 Posts)
 Mpofana Service Office: Ref No: DSD19/09/2025MPOFANA (X1 Post)
 Greater Kokstad Service Office: Ref No: DSD20/09/2025GREATER (X3 Posts)
 Ubuhlebezwe Service Office: Ref No: DSD21/09/2025UBUHLEBEZWE (X2 Posts)
 Ingwe Service Office: Ref No: DSD22/09/2025 INGWE (X2 Posts)
 Gamalakhe Service Office: Ref No: DSD23/09/2025GAMALAKHE (X2 Posts)
 Port Shepstone Service Office: Ref No: DSD24/09/2025PORT SHEPSTONE (X4 Posts)
 Phungashe Service Office: Ref No: DSD25/09/2025PHUNGASHE (X2 Posts)
 Umzumbe Service Office: Ref No: DSD26/09/2025UMZUMBE (X3 Posts)
 Mbabazane Service Office: Ref No: DSD27/09/2025MBABAZANE (X10 Posts)
 Mnambithi Service Office: Ref No: DSD28/09/2025MNAMBITHI (X2 Posts)
 Dukuza Service Office: Ref No: DSD29/09/2025DUKUZA (X2 Posts)
 Endumeni Service Office: Ref No: DSD30/09/2025ENDUMENI (X2 Posts)
 Greytown Service Office: Ref No: DSD31/09/2025GREYTOWN (X1 Post)
 Kranskop Service Office: Ref No: DSD32/09/2025KRANSKOP (X1 Post)
 Newcastle Service Office: Ref No: DSD33/09/2025NEWCASTLE (X1 Post)
 Madlangeni Service Office: Ref No: DSD34/09/2025MADLANGENI (X1 Post)
 Newcastle Child and Youth Care Centre: Ref No: DSD35/09/2025NEWCASTLE CYCC (X1 Post)
 Khanyani CYCC: Ref No: DSD36/09/2025KHANYANI (X1 Post)
 Edumbe Service Office: Ref No: DSD37/09/2025EDUMBE (X1 Post)

	Mahlabathini Service Office: Ref No: DSD38/09/2025MAHLABATHINI (X2 Posts)
	Ingwavuma Service Office: Ref No: DSD39/09/2025 INGWAVUMA (X4 Posts)
	Hlabisa Service Office: Ref No: DSD40/09/2025HLABISA (X2 Posts)
	Lower Umfolozi Service Office: Ref No: DSD41/09/2025LOWER (X1 Post)
	Melmoth Service Office: Ref No: DSD42/09/2025MELMOTH (X1 Post)
	Nkandla Service Office Ref No: DSD43/09/2025INKANDLA (X4 Posts)
	UMfolozi Service Office: Ref No: DSD44/09/2025UMFOLOZI (8 Posts)
	Ntambanana Service Office: Ref No: DSD45/09/2025NTAMBAXNANA (X2 Posts)
<u>REQUIREMENTS</u>	: Qualifications: Bachelor's Degree in Social Work. Registration with the South African Council for Social Services as a Social Worker. Only Shortlisted candidates will submit Proof of Current Registration with the South African Council for Social Services as a Social Worker. A valid driver's license. Knowledge: Public Service Act, Public Service Regulations as amended, Batho-Pele Principles, Knowledge and understanding of human behaviour and social systems. The ability and competence to assist, develop, advocate for, and empower individuals, families, groups, organizations and communities to enhance their functioning and their problem solving capabilities, The ability to promote, restore, maintain, advocate for and enhance the functioning of individuals, families, groups, and communities by enabling them to accomplish tasks, prevent and alleviate distress and use resources effectively, The understanding and ability to provide social services towards protecting people who are vulnerable, at risk and unable to protect themselves, The ability to mentor and coach Social Auxiliary Workers Grade 1, to enable them to render an effective and efficient social work service, Employee Performance Management and Development System. Skills: Communication (verbal and written), Listening, Interpersonal, Computer Literacy, Research, Problem solving, Report writing, Time management, Presentation, Facilitation, Counselling, Numeracy, Language, Driving.
<u>DUTIES</u>	: Render a social services with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes. Support lower level employees such as Social Auxiliary Workers, and Student Social Workers. Keep up to date with new developments in the social work and social welfare fields. Perform all the administrative functions required of the job.
<u>ENQUIRIES</u>	: Ms T Blose Tel No: (031) 336 8776 Durban; Inanda; KwaMashu; Phoenix Ms NC Gebashe Tel No: (031) 336 8787 Chartswoth; Umlazi Service Office; Umlazi CYCC; Mbumbulu; Mpumalanga Ms SH Mfeka Tel No: (031) 336 8727 Bhamshela; Mandeni Ms NR Nala Tel No: (033) 341 790) Pietermaritzburg; Vulindlela; Impendle; Mshwathi; Mpofana Ms NND Dlungwane Tel No: (039) 259 7027 Greater Kokstad; Ubuhlebezwe; Ingwe Ms TFP Khuzwayo Tel No: (039) 682 7506 Gamalakhe; Port Shepstone; Phungashe; Umzumbe Ms NP Mhlongo Tel No: (036) 634 6600 Mbabazane; Mnambithi; Dukuza Ms RZ Lushaba Tel No: (034) 299 7550 Endumeni; Greytown; Kranskop Ms ZB Mdalose Tel No: (034) 317 1254 Newcastle; Madlangeni; NewcastleSOI; Khanyani Ms NHP Khanyile Tel No: (035) 874 8506 Edumbe; Mahlabathini Ms DN Mbonambi Tel No: (035) 571 1000 Ingwavuma; Hlabisa Ms NW Dladla Tel No: (035) 794 5018 Lower Umfolozi; Melmoth; Nkandla; Ntambanana; Umfolozi Service Offices
<u>POST 44/149</u>	: <u>PROFESSIONAL NURSE: AMAJUBA DISTRICT: KHANYANI TREATMENT CENTRE REF NO: DSD03/09/2025KHANYANI</u>
<u>SALARY</u>	: Grade 1: R324 384 per annum
<u>CENTRE</u>	: Khanyani Treatment Centre
<u>REQUIREMENTS</u>	: Qualifications: National Diploma in Nursing. Registration with the South African Nursing Council (SANC) as a Professional Nurse. Only Shortlisted candidates will submit Proof of current registration with the South African Nursing Council (SANC) as a Professional Nurse. A valid Driver's license. Knowledge: Constitution of the Republic of South Africa, Public Service Act, Public Service Regulations as amended, Public Finance Management Act, Treasury Regulations, Knowledge of nursing care processes and procedures, nursing

	statutes and other relevant legal frameworks, Nursing Act, Health Act, Occupational Health and Safety Act, Patients' rights Charter, Batho-Pele principles, Labour Relations Act, Employee Performance Management and Development System. Skills/Core Competencies: Communication, Interpersonal relations, Report writing, Facilitation, Presentation, Problem solving, Analytical thinking, Self- disciplined, Organizing, Computer literacy, Numeracy, Language skills.
<u>DUTIES</u>	: Provide direction and supervision for the implementation of the nursing plan (clinical/quality patient care); Implement standards, practices, criteria and indicators for quality nursing (quality of practices); 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; Manage resources of the Division.
<u>ENQUIRIES</u>	: Ms ZB Mdlalose Tel No: (034) 317 1254
<u>POST 44/150</u>	: <u>COMMUNITY DEVELOPMENT PRACTITIONER (X10 POSTS)</u>
<u>SALARY CENTRE</u>	: Grade 1: R278 169 per annum : Umfolozi Service Office; Ref No: DSD46/09/2025UMFOLOZI (X2 posts) : Melmoth Service Office; Ref No: DSD47/09/2025MELMOTH (X2 posts) : Inkanyezi Service Office; Ref No: DSD48/09/2025INKANYEZI : Ingwe Service Office; Ref No: DSD49/09/2025INGWE : Umuziwabantu Service Office; Ref No: DSD50/09/2025UMUZIWABANTU : Mbabazane Service Office; Ref No: DSD51/09/2025MBABAZANE : Edumbe Service Office; Ref No: DSD52/09/2025EDUMBE : Msinga Service Office; Ref No: DSD 53/09/2025MSINGA
<u>REQUIREMENTS</u>	: Qualifications: Bachelor's Degree in Community Development/ Development Studies. A Valid Driver's License. Knowledge: Constitution for the Republic of South Africa, Public Service Act, Public Service Regulations as amended, Public Finance Management Act (PFMA), Treasury Regulations, Batho-Pele principles, Knowledge and understanding of human behaviour and social system and legislation to assist with interventions at the point where people interact with their environments in order to promote self-empowerment, Knowledge of community development work, skills, attitudes and values of communities, Ability and competence to coordinate community development structures and ability to manage projects, Ability to influence individuals and group to participate in their own self- empowerment, Understanding of social dynamics of communities, Employee Performance Management and Development System. Skills/ Core Competencies: Computer literacy, Planning and organizing, Communication (verbal and written), Financial management, Interpersonal, Presentation and facilitation, Monitoring and evaluation, Project management, Research, Report writing, Problem solving, Numeracy, Language, Driving skills.
<u>DUTIES</u>	: Identify and facilitate the implementation of integrated community development interventions in partnership with the community and other relevant stakeholders; Liaise and co-ordinate with all relevant role players, internal and external (e.g. in departments/provinces, NGOs, local community structures and faith based organizations) to facilitate collaboration and to establish partnerships to ensure the sustainability of development actions within the community; Support communities and perform administrative support on community development and related activities; Keep up to date with new developments in the community development field to enhance service delivery.
<u>ENQUIRIES</u>	: Mrs. NW Dlodla Tel No: (035) 874 8602 UMfolozi, Melmoth, Inkanyezi : Ms NND Dlungwane Tel No: (039) 259 7027 Ingwe : Ms TFP Khuzwayo Tel No: (039) 682 7506 UMuziwabantu : Ms NP Mhlongo Tel No: (036) 634 6600 (036) 636 1000 Mbabazane : Ms NHP Khanyile Tel No: (035) 874 8506 Edumbe : Ms RZ Lushaba Tel No: (034) 299 7550 Msinga
<u>POST 44/151</u>	: <u>STAFF NURSE</u>
<u>SALARY CENTRE</u>	: Grade 1: R220 614 per annum : Khuseleka Ref No: DSD54/09/2025Khuseleka (X1 Post) : kwaBadala Ref No: DSD55/09/2025kwaBadala (X2 Posts)
<u>REQUIREMENTS</u>	: Qualifications: Grade 12 / Senior Certificate, Certificate in Nursing, Registration with the South African Nursing Council (SANC) as an Enrolled Nurse, Only Shortlisted candidates will submit proof of Current registration with the South

African Nursing Council (SANC) as an Enrolled Nurse. Knowledge: Constitution of the Republic of South Africa, Public Service Act, Public Service Regulations as amended, Public Finance Management Act, Treasury Regulations, Knowledge of nursing care processes and procedures, nursing statuses, and other relevant legal frameworks; Nursing Act; Health Act; Occupational Health and Safety Act; Patient Rights Charter; Batho- Pele principles; Employment Performance Management and Development System. Skills/ Core Competencies: Communication (verbal and written), Report writing; Interpersonal relations, Presentation, Computer literacy, Numeracy, Language skills.

DUTIES : Implement basic residents care plans; Provide basic clinical nursing care; Maintain effective utilization of resources; Maintain professional growth / ethical standards and self-development.

ENQUIRIES : Ms NC Gebashe Tel No: (031) 336 8787 Khuseleka One Stop Centre
Ms NW Dludla Tel No: (035) 794 5018 kwaBadala Centre for the Residential Care of Old Persons

POST 44/152 : **FOOD SERVICE AID REF NO: DSD56/09/2025EXEC**

SALARY : R138 486 per annum (Level 02)
CENTER : Head office, Pietermaritzburg:
REQUIREMENTS : Qualifications: ABET Level 4 (Grade 9). Knowledge: Basic health and safety standards, Basic hygiene standards, Batho- Pele Principles, Code of Conduct, Ability to operate elementary machines and equipment. Skills/ Core Competencies: Communication (verbal and written), Interpersonal relations, Basic numeracy, Basic literacy.

DUTIES : Prepare food on a daily basis; Prepare tea, coffee and other drinks during scheduled hours; Wash all dirty dishes to keep the kitchen tidy and hygienic; Report faults and problems.

ENQUIRIES : Mr PM Mpanza Tel No: (033) 264 2096

**PROVINCIAL ADMINISTRATION: LIMPOPO
DEPARTMENT OF EDUCATION**

**APPLICATIONS**

: Quoting the relevant references should be forwarded as follows Head office should be addressed to: The Acting Head of Department, Department of Education, Private Bag X9489, Polokwane, 0700 or handed in at Office No. H03, Registry, Records Management Directorate at 113 Biccard Street, Polokwane.

11.2. Applications for Circuit and District - based posts must be submitted at the Education Districts Postal Address, Physical Address.

Capricorn North: The District Director Capricorn North Education District Private Bag X9711 Polokwane, 0700. Cnr Blaauwberg & Yster Street Ladanna, Polokwane.

Capricorn South: The District Director Capricorn South Education District, Private Bag X03, Chueniespoort, 0745, Old Parliament Complex.

Lebowakgomo: The District Director Sekhukhune South Education District, Private Bag X70, Lebowakgomo, 0737. Old Parliament Complex Lebowakgomo.

Sekhukhune East The Acting District Director Sekhukhune East Education District Private Bag X 9041, Burgersfort, 1150. 83 Aloe Street, Stand No 2314, Ext 4, Aloeridge West, Burgersfort, 1150. The District Director

Mopani East: Education District Private Bag X578, Giyani, 0826. Old Parliament Building. Giyani.

Mopani West Waterberg: The District Director Mopani West Education District, Private Bag X4032, Tzaneen, 0850. 27 Peace Street Prosperitas Building, Tzaneen, 0850.

Vhembe East: The Acting District Director Vhembe East Education District, Private Bag X2250, Sibasa, 0970. Makwarela Old Parliament Building.

Vhembe West: The District Director Vhembe West Education District, Private Bag X2250, Sibasa, 0970. Block D Old Parliament Building Thohoyandou.

Mogalakwena: The District Director Mogalakwena Education District, Private Bag X601, Mahwelereng, 0626. 805 Rufus Seakamela Street, Mahwelereng, 0626.

Waterberg: The Acting District Director Waterberg Education District Private Bag X1040, Modimolle, 051084. Limpopo Street NTK Building, Modimolle, 0510.

Applications submitted via e-Recruitment system through the link a <https://erecruitment.limpopo.gov.za>

CLOSING DATE

: 12 December 2025 (Applications received after the closing date and faxed copies will not be considered).

NOTE

: Applications must be submitted on the prescribed form Z83 (obtainable from any Public Service Department office i.e. effective 01 January 2021 or on the DPSA web site link: <https://www.dpsa.gov.za/newsroom/psvc/>). Should an application be received using incorrect application employment form Z83, it will be disqualified, which must be originally signed and dated by the applicant and which must be accompanied by a detailed CV only (with full particulars of the applicants' training, qualifications, competencies, knowledge & experience). Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview which should not be older than six months. Failure to comply with the above instructions will result in applications being disqualified. Applicants applying for more than one post must submit a separate form Z83 (as well as the documentation mentioned above) in respect of each post being applied for. If an applicant wishes to withdraw an application, it must be done in writing. Should an application be received where an applicant applies for more than one post on the same applications form, the application will only be considered for the first post indicated on the application and not for any of the other posts. Under no circumstances will Photostat copies or faxed copies of application documents be accepted. The successful candidates will be subjected to Personnel Suitability Checks (criminal record, citizenship & financial/asset record checks and qualification and employment verification). Successful candidates will also be subjected to security clearance processes. Applicants

who do not receive confirmation or feedback within 3 (three) months after the closing date, please consider your application unsuccessful. Due to the large volume of responses anticipated, receipt of applications will not be acknowledged, and correspondence will be limited to short-listed candidates only. For more information on the job description(s) please contact the person indicated in the post details. The contents of the advertised post will also be posted on the following websites www.limpopo.gov.za/ [www.edu.gov.za /](http://www.edu.gov.za/) www.dpsa.gov.za. The Department reserves the right not to make any appointment to the posts advertised. The employment decision shall be informed by the Employment Equity Plan of the Department.

OTHER POSTS

<u>POST 44/153</u>	:	<u>DRIVER (X8 POSTS)</u> Stores Services
<u>SALARY CENTRE</u>	:	R163 680 per annum Head Office, Fleet Management Ref No: LDoE 52/10/2025 (X1 Post) Capricorn South Ref No: LDoE 53/10/2025 (X1 Post) Mogalakwena Ref No: LDoE 54/10/2025 (X1 Post) Mopani West Ref No: LDoE 55/10/2025 (X1 Post) Sekhukhune South Ref No: LDoE 56/10/2025 (X1 Post) Sekhukhune East Ref No: LDoE 57/10/2025 (X1 Post) Vhembe Eas Ref No: LDoE 58/10/2025 (X1 Post) Vhembe West Ref No: LDoE 59/10/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 10 or equivalent. Grade 12 or equivalent will be an added advantage. Valid drivers' license. 5 years' driving experience. Professional Driving Permit (PDP) will be an added advantage. Driving testing will be done on appointment.
<u>DUTIES</u>	:	Transporting staff. Planning of routes Loading and unloading materials Perform daily vehicle checks Arranging for routine servicing and repairs by repairs by reporting any defects Complete and maintain accurate records such as logbook for trips and deliveries Verify documents upon collection and delivery Ensure the security of the vehicle and its contents Report any accidents or incidents to the appropriate authorities. Safely operate the vehicle Follow all traffic laws Ability to plan routes Do basic vehicle maintenance checks Transport passengers, collection and delivery of goods Maintain logs and fuel usage and submit such on time to relevant offices.
<u>ENQUIRIES</u>	:	Mr Lukheli TV at 081 535 3675, Mr. Ramaru TE at 067 873 7345, Mr Molope KS at 081 660 3991, Mesdames Mmowa LS at 081 532 6059, Phasiwe N at 081 550 2664 and Maupi MJ at 081 530 8921.0.
<u>POST 44/154</u>	:	<u>STORES ASSISTANT (X9 POSTS)</u> Stores Services
<u>SALARY CENTRE</u>	:	R138 486.per annum Capricorn North Ref No:LDoE 60/10/2025 (X1 Post) Capricorn South Ref No: LDoE 61/10/2025 (X1 Post) Mogalakwena Ref No: LDoE 62/10/2025 (X1 Post) Mopani East Ref No: LDoE 63/10/2025 (X1 Post) Mopani West Ref No: LDoE 64/10/2025 (X1 Post) Sekhukhune East Ref No: LDoE 65/10/2025 (X1 Post) Sekhukhune South Ref No: LDoE 66/10/2025 (X1 Post) Vhembe East Ref No: LDoE 67/10/2025 (X1 Post) Vhembe West Ref No: LDoE 68/10/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 10 or equivalent. Grade 12 will be an added advantage. Previous relevant experience will be an added advantage.
<u>DUTIES</u>	:	Receive and record inventories. Handling of requisition. Managing inventions and by issuing out and recording. Record and report shortages to the relevant authority.
<u>ENQUIRIES</u>	:	Mr Lukheli TV at 081 535 3675, Mr. Ramaru TE at 067 3873 7345, Mr Molope KS at 081 660 3991, Mesdames Mmowa LS at 081 532 6059, Phasiwe N at 081 550 2664 and Maupi MJ at 081 530 8921.
<u>POST 44/155</u>	:	<u>CLEANER (X68 POSTS)</u>
<u>SALARY CENTRE</u>	:	R138 486 per annum Head office Ref No: LDoE 01/10/2025 (X7 Posts)

Capricorn North District Ref No: LDoE 02/10/2025 (X2 Posts)
 Capricorn North, Koloti Circuit Ref No: LDoE 03/10/2025 (X1 Post)
 Capricorn North, Bahlaloga Circuit Ref No: LDoE 04/10/2025 (X1 Post)
 Capricorn North, Maune Circuit Ref No: LDoE 05/10/2025 (X1 Post)
 Capricorn North, Moletji Circuit Ref No: LDoE 06/10/2025 (X1 Post)
 Capricorn South District Ref No: LDoE 07/10/2025 (X2 Posts)
 Capricorn South, Kgakotlou Circuit Ref No: LDoE 08/10/2025 (X1 Post)
 Capricorn South, Mankweng Circuit Ref No: LDoE 09/10/2025 (X1 Post)
 Capricorn South, Mogodumo Circuit Ref No: LDoE 10/10/2025 (X1 Post)
 Mogalakwena District Ref No: LDoE 11/10/2025 (X3 Posts)
 Mogalakwena, Baltimore Circuit Ref No: LDoE 12/10/2025 (X1 Post)
 Mogalakwena, Bakenberg South Circuit Ref No: LDoE 13/10/2025 (X1 Post)
 Mogalakwena, Mogalakwena Circuit Ref No: LDoE 14/10/2025 (X1 Post)
 Mopani East District Ref No: LDoE 15/10/2025 (X2 Posts)
 Mopani East, Lulekani Circuit Ref No: LDoE 16/10/2025 (X1 Post)
 Mopani East, Man'Ombe Circuit Ref No: LDoE 17/10/2025 (X1 Post)
 Mopani East, Mamaila Circuit Ref No: LDoE 18/10/2025 (X1 Post)
 Mopani East, Molototsi Circuit Ref No: LDoE 19/10/2025 (X1 Post)
 Mopani East, Nsami Circuit Ref No: LDoE 20/10/2025 (X1 Post)
 Mopani West District Ref No: LDoE 21/10/2025 (X2 Posts)
 Sekhukhune East District Ref No: LDoE 22/10/2025 (X2 Posts)
 Sekhukhune East, Bogwasha Circuit Ref No: LDoE 23/10/2025 (X1 Post)
 Sekhukhune East, Driekop Circuit Ref No: LDoE 24/10/2025 (X1 Post)
 Sekhukhune East, Mabulane Circuit Ref No: LDoE 25/10/2025 (X1 Post)
 Sekhukhune South Ref No: LDoE 26/10/2025 (X2 Posts)
 Sekhukhune South, Eensaam Circuit Ref No: LDoE 27/10/2025 (X1 Post)
 Sekhukhune South, Hlogotlou Circuit Ref No: LDoE 28/10/2025 (X1 Post)
 Sekhukhune South, Lepelle Circuit Ref No: LDoE 29/10/2025 (X1 Post)
 Sekhukhune South, Motetema Circuit Ref No: LDoE 30/10/2025 (X1 Post)
 Sekhukhune South, Moutse East Circuit Ref No: LDoE 31/10/2025 (X1 Post)
 Sekhukhune South, Moutse West Circuit Ref No: LDoE 32/10/2025 (X1 Post)
 Sekhukhune South, Phokwane Circuit Ref No: LDoE 33/10/2025 (X1 Post)
 Sekhukhune South, Rakgwadi Circuit Ref No: LDoE 34/10/2025 (X1 Post)
 Vhembe East District Ref No: LDoE 35/10/2025 (X2 Posts)
 Vhembe East, Luvuvhu Circuit Ref No: LDoE 36/10/2025 (X1 Post)
 Vhembe East, Malamulele Central Circuit Ref No: LDoE 37/10/2025 (X1 Post)
 Vhembe East, Malamulele South Circuit Ref No: LDoE 38/10/2025 (X1 Post)
 Vhembe East, Malamulele West Circuit Ref No: LDoE 39/10/2025 (X1 Post)
 Vhembe East, Mutshindudi Circuit Ref No: LDoE 40/10/2025 (X1 Post)
 Vhembe East, Sambandou Circuit Ref No: LDoE 41/10/2025 (X1 Post)
 Vhembe East, Sibasa Circuit Ref No: LDoE 42/10/2025 (X1 Post)
 Vhembe West District Ref No: LDoE 43/10/2025 (X2 Posts)
 Vhembe West, Lwamondo Circuit Ref No: LDoE 44/10/2025 (X1 Post)
 Vhembe West, Hlanganani Central Circuit Ref No: LDoE 45/10/2025 (X1 Post)
 Vhembe West, Hlanganani South Circuit Ref No: LDoE 46/10/2025 (1 Post)
 Vhembe West, Nzhelele East Circuit Ref No: LDoE 47/10/2025 (1 Post)
 Vhembe West, Soutpansberg North Circuit Ref No: LDoE 48/10/2025 (X1 Post)
 Vhembe West, Soutpansberg West Circuit Ref No: LDoE 49/10/2025 (X1 Post)
 Waterberg District Ref No: LDoE 50/10/2025 Ref No: (X2 Posts)
 Waterberg, Palala South Circuit Ref No: LDoE 51/10/2025 (X1 Post)

REQUIREMENTS

: Grade 10 or equivalent. Exposure in the cleaning environment. A cleaning certificate will be an added advantage.

DUTIES

: Provide cleaning services: Office corridors, elevators and boardrooms. Dusting and waxing office furniture, sweeping, scrubbing and waxing floors, vacuum and shampooing floors, Cleaning walls, windows and doors, emptying and cleaning of dirty bins, collect and removing waste papers, freshen the office areas, Provide cleaning services: kitchen and restrooms by, clean basins, wash and keep stock of kitchen utensils, Provide cleaning services in restrooms, Refill hand wash liquid soap, re-place toilet papers, hand towels and refresheners, Empty and wash waste bins, Keep and maintain cleaning materials and equipment, Report broken cleaning machines and equipment, cleaning of machines standards for teaching and learning. Extensive professional and practical experience in the field of education/curriculum is essential.

ENQUIRIES

: Mr Lukheli TV at Tel No: 081 535 3675, Mr. Ramaru TE at 067 873 7345, Mr Molohe KS at 081 660 3991, Mesdames Mmowa LS at 081 532 6059, Phasiwe N at 081 550 2664 and Maupi MJ at 081 530 8921.

DEPARTMENT OF SOCIAL DEVELOPMENT

Limpopo Department of Social Development is an equal opportunity and Affirmative Action Employer. Designed race groups, females and People with disabilities remain our target and are encouraged to apply. Applicants are hereby invited to apply for the funded vacant posts as advertised per the attached



APPLICATIONS

: Applicants are encouraged to register and submit their applications through the e-Recruitment website at <https://erecruitment.limpopo.gov.za>, however, hand delivery applications are acceptable and must be submitted on the new Z83 application form obtained from all Government Departments or can be downloaded from www.gov.za / www.dpsa.gov.za / www.labour.gov.za. All shortlisted candidates shall undertake two pre-entry assessments. One shall be a practical exercise and the other shall be an Integrity [Ethical Conduct], an Assessment as per Directive on Human Resource Management and Development for Public Service Professionalization effective from 01 April 2024. Applicants who previously participated in the learnership/internship are discourage from applying, if found you will be disqualified or terminated with immediate effects. The successful candidate will be subjected to security clearance [Vetting] as per the Directive on Human Resource Management and Development for Public Service Professionalization effective from 01 April 2024.

Applications for Head Office, Seshego Treatment Centre and Mavambe Secure Care Centre should be addressed to: The Head of Department, Limpopo Department of Social Development, Private Bag X9710, Polokwane, 0700 or hand-delivered at 21 Biccadd Street, Olympic Towers, Ground Floor Office 030.

Applications should be addressed to various institution as per the applicant's need, for Head Office, Seshego Treatment Centre and Mavambe Secure Care Centre: Applications should be directed to Head of Department, Private Bag X9710, Polokwane, 0700 or submitted at: 21 Biccadd Street, Olympic Towers Building, Ground Floor, Office no 30.

Polokwane Welfare Complex: Applications should be directed Head of Institution, Private Bag X9713, Polokwane, 0700 or hand delivered at Plot 303 Strekloop, Polokwane.

Capricorn District/Sekutupu Old Age Home: The District Director, Private Bag X9709, Polokwane, 0700 or hand delivered at 34 Hans Van Rensburg Polokwane.

Sekhukhune District: The District Director, Private Bag X80, Lebogakgomo, 0737 or hand delivered at Old Parliament Building Lebogakgomo.

Vhembe District/Thohoyandou Child & Youth care Centre: The District Director, Private Bag X5040, Thohoyandou, 0950 or hand delivered at Thohoyandou Child and Youth Care Centre, Thohoyandou Block F Punda Maria Road, Thohoyandou.

Waterberg District: The District Director, Private Bag X1051, Modimolle, 0510 or hand delivered at Cnr Elias Motswaledi & Thabo Mbeki Street, Modimolle.

Mopani District: The District Director, Private Bag X 9689, Giyani, 0826 or should be hand delivered at Department of Social Development Unigaza Road Giyani Section A, 0826.

CLOSING DATE

: 12 December 2025 at 15h00.

NOTE

: The new Z83 form must be fully completed and signed by the applicant. The following must be considered in relation to the completion of the Z83 by applicants: All the fields in Part A, Part C and Part D must be completed. In Part B, all fields should be completed in full except the following: South African applicants need not provide passport numbers. If an applicant responded "No" to the question "Are you conducting business with the State or are you a Director of a Public or Private company conducting business with the State? Then it is acceptable for an applicant to indicate not applicable or leave blank to the question. If yes (provide detail), "In the event that you are employed in the Public Service, will you immediately relinquish such business interest?". Applicants may leave the following question blank if they are not in possession of such: "If your profession or occupation requires official registration, provide date and particulars of registration". Noting there is limited space provided for Part E, F & G, applicants often indicate "refer to Curriculum Vitae (CV) or see attached", this is acceptable as long as the CV has been attached and provides

the required information. If the information is not provided in the CV, the applicant may be disqualified. It must be noted that a CV is an extension of the application of employment Z83, and applicants are accountable for the information that is provided therein. The questions related to conditions that prevent re-appointment under Part F must be answered. Applicants with foreign qualifications remain responsible for ensuring that their qualifications are evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation. Applicants are not required to submit certified copies of educational qualifications, academic records, current registration with the relevant statutory body, Identity documents and a valid motor vehicle driver's license (where required) but must submit a duly completed Z83 application for employment form, and a detailed CV. Shortlisted candidates will be required to come for an interview, at which time, certified copies of all relevant qualifications, current registration with the relevant statutory body, copy of ID and a valid motor vehicle driver's license (where required) must be submitted. The Department reserves the right NOT to make any appointment to the posts advertised. The employment decision shall among other determination be informed by the Employment Equity Plan of the Department. The closing date for applications is 12 December 2025 at 15h00. The Limpopo Department of Social Development is an equal opportunity and Affirmative Action Employer. Designed race groups, females and People with disabilities remain our target and are encouraged to apply. Correspondence will be entered into with short-listed candidates only due to a large number of applications we envisage to receive, if you have not heard from the Department within ninety (90) day from the closing date, consider your application unsuccessful. However, Faxed applications will not be considered. Please note: Due to austerity measure, the department will not carry any related costs (transport, accommodation, and meals) for candidates attending interviews. The contents of this circular will also be posted on the following websites www.dsd.limpopo.gov.za / www.limpopo.gov.za / www.dpsa.gov.za / <https://erecruitment.limpopo.gov.za>

INTERSHIPS FOR THE PERIOD OF 24 MONTHS

OTHER POSTS

<u>POST 44/156</u>	:	<u>INTERNSHIP – FINANCE: NGO FINANCIAL SUPPORT (X54 POSTS)</u> (Period: 24 Months)
<u>STIPEND</u>	:	R7860.50 per month
<u>CENTRE</u>	:	Capricorn District Polokwane Municipality: Dikgale Clinic Ref No: DSD/2025/212 (X1 Post) Seshego One Stop Centre Ref No: DSD/2025/213 (X1 Post) Andrew Mehlahe One Stop Centre Ref No: DSD/2025/214 (X1 Post) Moletjhe Thusong Centre Ref No: DSD/2025/215 (X1 Post) Lepelle-Nkumpi Municipality: Studio 2 DSD Office Ref No: DSD/2025/216 (X1 Post) Sekutupu DSD Local Office Ref No: DSD/2025/217 (X1 Post) Blouberg Municipality: Kibi Clinic Ref No: DSD/2025/218 (X1 Post) Senwabarwana One Stop Centre Ref No: DSD/2025/218 (X1 Post) Molemole Municipality: Molemole One Stop Centre Ref No: DSD/2025/219 (X1 Post) Mopani District: Ba-Phalaborwa Municipality: Namakgale One Stop Centre Ref No: DSD/2025/220 (X1 Post) Lulekani DSD Local Office Ref No: DSD/2025/221 (X1 Post) Greater Giyani Municipality: Giyani One Stop Centre Ref No: DSD/2025/222 (X1 Post) Ndzumeri DSD Local Office Ref No: DSD/2025/223 (X1 Post) Basani DSD Local Office Ref No: DSD/2025/223 (X1 Post) Gawula One Stop Centre Ref No: DSD/2025/224 (X1 Post) Greater Letaba Municipality: Kgapane One Stop Centre Ref No: DSD/2025/225 (X1 Post) Lebaka One Stop Centre Ref No: DSD/2025/226 (X1 Post) Rotterdam One Stop Centre Ref No: DSD/2025/227 (X1 Post)

Greater Tzaneen Municipality:

Dr CN Phathudi One Stop Centre Ref: DSD/2025/228 (X1 Post)
 Tzaneen Town Public Works Ref No: DSD/2025/229 (X1 Post)
 Nkowa-Nkowa DSD Local Office DCO Ref No: DSD/2025/230 (1 Post)

Maruleng Municipality:

Sekororo One Stop Centre Ref: DSD/2025/231 (X1 Post)
 The Oaks Clinic Ref No: DSD/2025/232 (X1 Post)

Waterberg District:**Bela-Bela Municipality**

Bela-Bela One Stop Centre Ref No: DSD/2025/233 (X1 Post)

Lephalale Municipality:

Witpoort One Stop Centre Ref No: DSD/2025/234 (X1 Post)

Modimolle-Mookgophong Municipality:

Phagameng One Stop Centre Ref No: DSD/2025/235 (X1 Post)

Mogalakwena Municipality:

Thabaleshoba One Stop Centre Ref No: DSD/2025/236 (X1 Post)
 Bakenberg One Stop Centre Ref No: DSD/2025/237 (1 Post)
 Mahwelereng One Stop Centre Ref No: DSD/2025/238 (X1 Post)

Thabazimbi Municipality:

Thabazimbi One Stop Centre Ref No: DSD/2025/239. (1 Post)

Sekhukhune District:**Elias Motsoaledi Municipality**

Lukau One Stop Centre Ref No: DSD/2025/240 (X1 Post)
 Sempupuru One Stop Centre Ref No: DSD/2025/241. (X1 Post)

Ephraim Mogale Municipality:

Matlala One Stop Centre Ref: DSD/2025/242 (X1 Post)
 Leewfontein One Stop Centre Ref: DSD/2025/243 (X1 Post)

Fetakgomo-Tubatse Municipality:

Fetakgomo One Stop Centre Ref No: DSD/2025/244 (X1 Post)
 Thusong Multipurpose Centre Ref No: DSD/2025/245 (X1 Post)
 Praktiseer One Stop Centre Ref No: DSD/2025/246 (X1 Post)
 Mecklenburg Hospital DSD Office Ref: DSD/2025/247 (X1 Post)
 Leboeng Clinic Ref No: DSD/2025/248 (X1 Post)

Makhuduthamaga Municipality:

Jane Furse One Stop Centre Ref No: DSD/2025/249 (X2 Posts)

Vhembe District:**Collins Chabane Municipality**

Vhembe District Office Ref No: DSD/2025/250 (X2 Posts)
 Malamulele Welfare Office Ref No: DSD/2025/251 (X1 Post)
 Saselamane DSD Local Office Ref No: DSD/2025/252 (X1 Post)
 Vuwani One Stop Centre Ref No: DSD/2025/253 (X1 Post)

Makhado Municipality:

Waterval Clinic Ref No: DSD/2025/254 (X1 Post)
 Rabali One Stop Centre Ref No: DSD/2025/255 (X1 Post)

Musina Municipality:

Musina One Stop Centre Ref: DSD/2025/256 (X1 Post)
 Madimbo Thusong Centre Ref No: DSD/2025/257 (X1 Post)

Thulamela Municipality:

Makwarela SASSA Office Ref No: DSD/2025/258 (X2 Posts)
 Mutale One Stop Centre Ref No: DSD/2025/259 (X1 Post)
 Provincial Office Ref No: DSD/2025/260 (X1 Post)

REQUIREMENTS

: An appropriate qualification at NQF 6 or equivalent qualifications in Accounting / Financial Management / Internal Audit / Management Accounting as recognised by SAQA. Knowledge And Skills: Knowledge and understanding of the legislative framework governing the Public Service. Computer literacy (Preferably MS. Word, MS. Excel & MS. Outlook). Numerical Skills. Communication skills. Report writing skills. Analytical skills.

DUTIES

: Key Performance Areas: Assist in onboarding NGOs, explaining funding conditions, and offering basic financial literacy support. Verify completeness of reports, flag inconsistencies, and prepare summary checklists for departmental review. Check expenditure items with approved funding allocation and help NGO with variance analysis. Assist in training sessions, and help NGOs implement basic financial tools (e.g., financial planning, budgeting, cash books, and reporting templates). Assist with preparation of NGOs' monthly and quarterly financial reports. Assist with audit findings, track corrective actions, and prepare supporting documentation for follow-up.

ENQUIRIES

: General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr QLM Mogotlane / Ms MR Semak e at Tel No:015 230 4422 / 4315 / 4375 / 4434.

**PROVINCIAL ADMINISTRATION: MPUMALANGA
DEPARTMENT OF AGRICULTURE, RURAL DEVELOPMENT, LAND & ENVIRONMENTAL AFFAIRS**

<u>APPLICATIONS</u>	:	Applications quoting relevant reference number should either be hand delivered, posted or e-mailed to the following addresses: Ehlanzeni District Office: to the District Director, Block 4, Aqua Street, P.O Box 266, Riverside Park, Mbombela, (1200) or Email: dardlearecruitment-ehls@mpg.gov.za . For Bohlabela District Office: to the District Director, 101 Main Road, Private Bag X1321, Thulamahashe, (1365) or Email: dardlearecruitment-ehln@mpg.gov.za . For Gert Sibande District Office: The District Director, 44 Church Street, Private Bag X 9071, Ermelo (2350) or Email: dardlearecruitment-gs@mpg.gov.za . Nkangala District Office: to the District Director, Ebhudlweni Building, Government Complex, Private Bag X 4017, KwaMhlanga (1022) or Email: dardlearecruitment-nka@mpg.gov.za . Please ensure that you email your application to the relevant email.
<u>CLOSING DATE</u>	:	12 December 2025 at 16:00
<u>NOTE</u>	:	Applications must include only fully completed and signed new Z83 form, obtainable from any Public Service Department or on the DPSA web site link: https://www.dpsa.gov.za/newsroom/psvc/ and a comprehensive Curriculum Vitae. All required information on the Z83 form must be provided. If more than one position is applied for, a separate application for each post should be completed. Failure to complete/disclose all required information in the application will automatically disqualify the applicant. Certified copies of Identity Document, qualifications and related documents need not to accompany the application, instead they will be submitted only by shortlisted candidates to Human Resources on the day of the interview. Due to the large number of applications anticipated, correspondence will only be limited to shortlisted candidates. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. Shortlisted candidates will be required to be available for interviews at a date and time to be determined by the Department. All shortlisted candidates will be subjected to suitability checks (SAQA verification, reference checks, criminal checks, credit and social media). Applicants must declare any pending criminal, or any other allegations or investigations against them. Should this be uncovered during / after the interview took place, the application will not be considered and in the unlikely event that the person has been appointed such appointment will be terminated. The successful candidate will be appointed subject to positive results of the vetting process. The successful candidate will be required to enter into an employment contract with the Department. The Department reserves the right not to fill a position. Important: No Payment of any kind is required when applying for these positions.

UNEMPLOYED AGRICULTURAL GRADUATE PROGRAMME: TWENTY-FOUR (24) MONTHS
The Department of Agriculture, Rural Development, Land and Environmental Affairs invites unemployed South African Agricultural graduates to apply for the 24 months Graduate Placement Programme. Applicants must not have participated in any developmental programme previously (subject to verification). It is the Department's intention to promote representivity (race, gender and disability). Persons with disabilities are therefore encouraged to apply.

OTHER POSTS

<u>POST 44/157</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: CROP AND LIVESTOCK PRODUCTION REF NO: DARLEA/2025/12/01 (X2 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Mkhondo Municipality
<u>REQUIREMENTS</u>	:	National Diploma Animal/ Crop Production
<u>ENQUIRIES</u>	:	Mr. R.S Mhlongo or Ms. K.L Mdlalose Tel No: (017) 8192076
<u>POST 44/158</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: CROP PRODUCTION REF NO: DARLEA/2025/12/02</u>
<u>SALARY</u>	:	R94 326 per annum

<u>CENTRE</u>	:	Mkhondo Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop Production
<u>ENQUIRIES</u>	:	Mr. R.S Mhlongo or Ms. K.L Mdlalose Tel No: (017) 8192076
<u>POST 44/159</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: ANIMAL PRODUCTION REF NO: DARLEA/2025/12/03 (X2 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Msukaligwa Municipality
<u>REQUIREMENTS</u>	:	National Diploma Animal Production
<u>ENQUIRIES</u>	:	Mr. R.S Mhlongo or Ms. K.L Mdlalose Tel No: (017) 8192076
<u>POST 44/160</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: CROP AND ANIMAL PRODUCTION REF NO: DARLEA/2025/12/04 (X2 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Msukaligwa Municipality
<u>REQUIREMENTS</u>	:	National Diploma Animal / Crop Production
<u>ENQUIRIES</u>	:	Mr. R.S Mhlongo or Ms. K.L Mdlalose Tel No: (017) 8192076
<u>POST 44/161</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: CROP PRODUCTION REF NO: DARLEA/2025/12/05 (X7 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Chief Albert Luthuli Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop Production
<u>ENQUIRIES</u>	:	Mr. R.S Mhlongo or Ms. K.L Mdlalose Tel No: (017) 8192076
<u>POST 44/162</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: CROP AND ANIMAL PRODUCTION REF NO: DARLEA/2025/12/06</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Chief Albert Luthuli Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop Production/ Animal Production
<u>ENQUIRIES</u>	:	Mr. R.S Mhlongo or Ms. K.L Mdlalose Tel No: (017) 8192076
<u>POST 44/163</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: CROP AND ANIMAL PRODUCTION REF NO: DARLEA/2025/12/07 (X2 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Dr Pixley ka Isaka Seme Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop Production/ Animal Production
<u>ENQUIRIES</u>	:	Mr. R.S Mhlongo or Ms. K.L Mdlalose Tel No: (017) 8192076
<u>POST 44/164</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: ANIMAL PRODUCTION REF NO: DARLEA/2025/12/08</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Dr Pixley ka Isaka Seme Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop Production/ Animal Production
<u>ENQUIRIES</u>	:	Mr. R.S Mhlongo or Ms. K.L Mdlalose Tel No: (017) 8192076
<u>POST 44/165</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: CROP AND ANIMAL PRODUCTION REF NO: DARLEA/2025/12/09</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Govan Mbeki Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop Production/ Animal Production/ Mixed Farming
<u>ENQUIRIES</u>	:	Mr. R.S Mhlongo or Ms. K.L Mdlalose Tel No: (017) 8192076
<u>POST 44/166</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: POULTRY PRODUCTION REF NO: DARLEA/2025/12/10 (X3 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Govan Mbeki Municipality
<u>REQUIREMENTS</u>	:	National Diploma Animal Production
<u>ENQUIRIES</u>	:	Mr. R.S Mhlongo or Ms. K.L Mdlalose Tel No: (017) 8192076

<u>POST 44/167</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: VEGETABLE PRODUCTION REF NO: DARLEA/2025/12/11 (X3 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Govan Mbeki Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop Production
<u>ENQUIRIES</u>	:	Mr. R.S Mhlongo or Ms. K.L Mdlalose Tel No: (017) 8192076
<u>POST 44/168</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: POULTRY PRODUCTION REF NO: DARLEA/2025/12/12 (X10 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Lekwa Municipality
<u>REQUIREMENTS</u>	:	National Diploma Animal Production
<u>ENQUIRIES</u>	:	Mr. R.S Mhlongo or Ms. K.L Mdlalose Tel No: (017) 8192076
<u>POST 44/169</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: CROP PRODUCTION REF NO: DARLEA/2025/12/13 (X10 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Bushbuckridge South Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop Production
<u>ENQUIRIES</u>	:	Ms. O.S Ndhlovu at 076 4614054/ Mr. D Mathebula at 076 914 3883
<u>POST 44/170</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: CROP AND ANIMAL PRODUCTION REF NO: DARLEA/2025/12/14 (X4 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Bushbuckridge South Municipality
<u>REQUIREMENTS</u>	:	National Diploma Animal/ Crop Production/ Mixed Farming
<u>ENQUIRIES</u>	:	Ms. O.S Ndhlovu at 076 4614054/ Mr. D Mathebula at 076 914 3883
<u>POST 44/171</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: CROP AND ANIMAL PRODUCTION REF NO: DARLEA/2025/12/15</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Bushbuckridge North Municipality
<u>REQUIREMENTS</u>	:	National Diploma Animal/ Crop Production
<u>ENQUIRIES</u>	:	Ms. O.S Ndhlovu at 076 4614054/ Mr. D Mathebula at 076 914 3883
<u>POST 44/172</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: ANIMAL PRODUCTION REF NO: DARLEA/2025/12/16 (X4 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Bushbuckridge North Municipality
<u>REQUIREMENTS</u>	:	National Diploma Animal Production
<u>ENQUIRIES</u>	:	Ms. O.S Ndhlovu at 076 4614054/ Mr. D Mathebula at 076 914 3883
<u>POST 44/173</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: CROP PRODUCTION REF NO: DARLEA/2025/12/17 (X12 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Bushbuckridge North Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop Production
<u>ENQUIRIES</u>	:	Ms. O.S Ndhlovu at 076 461 4054/ Mr. D Mathebula at 076 914 3883
<u>POST 44/174</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: ANIMAL PRODUCTION REF NO: DARLEA/2025/12/18 (X4 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Thaba Chweu Municipality
<u>REQUIREMENTS</u>	:	National Diploma Animal Production
<u>ENQUIRIES</u>	:	Ms. O.S Ndhlovu at 0764614054/ Mr. D Mathebula at 0769143883

<u>POST 44/175</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: CROP PRODUCTION REF NO: DARLEA/2025/12/19 (X9 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Mbombela Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop Production
<u>ENQUIRIES</u>	:	Ms. M.H Sekoma/ Mr. G Ngwane Tel No: (013) 759 4000
<u>POST 44/176</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: MIXED PRODUCTION REF NO: DARLEA/2025/12/20 (X2 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Umjindi Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop / Animal Production
<u>ENQUIRIES</u>	:	Ms. M.H Sekoma/ Mr. G Ngwane Tel No: (013) 759 4000
<u>POST 44/177</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: HORTICULTURE REF NO: DARLEA/2025/12/21 (X2 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Umjindi Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop Production
<u>ENQUIRIES</u>	:	Ms. M.H Sekoma/ Mr. G Ngwane Tel No: (013) 759 4000
<u>POST 44/178</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: CROP PRODUCTION REF NO: DARLEA/2025/12/22 (X4 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Umjindi Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop Production
<u>ENQUIRIES</u>	:	Ms. M.H Sekoma/ Mr. G Ngwane Tel No: (013) 759 4000
<u>POST 44/179</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: ANIMAL AND CROP PRODUCTION REF NO: DARLEA/2025/12/23 (X4 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Umjindi Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop / Animal Production
<u>ENQUIRIES</u>	:	Ms. M.H Sekoma/ Mr. G Ngwane Tel: 013 759 4000
<u>POST 44/180</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: CROP PRODUCTION REF NO: DARLEA/2025/12/24 (X11 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Nkomazi Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop Production
<u>ENQUIRIES</u>	:	Ms. M.H Sekoma/ Mr. G Ngwane Tel No: (013) 759 4000
<u>POST 44/181</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: ANIMAL PRODUCTION REF NO: DARLEA/2025/12/25 (X3 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Nkomazi Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop Production
<u>ENQUIRIES</u>	:	Ms. M.H Sekoma/ Mr. G Ngwane Tel No: (013) 759 4000
<u>POST 44/182</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: ANIMAL AND CROP PRODUCTION REF NO: DARLEA/2025/12/26 (X2 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Emalahleni Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop/ Animal Production
<u>ENQUIRIES</u>	:	Mr. A Kekana at 079 630 1770/ Ms. I.T Masombuka at 072 747 7776

<u>POST 44/183</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: POULTRY AND VEGETABLE PRODUCTION REF NO: DARLEA/2025/12/27 (X2 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Emalahleni Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop/ Animal Production
<u>ENQUIRIES</u>	:	Mr. A Kekana at 079 630 1770/ Ms. I.T Masombuka at 072 747 7776
<u>POST 44/184</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: VEGETABLE PRODUCTION REF NO: DARLEA/2025/12/28 (X2 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Emalahleni Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop Production
<u>ENQUIRIES</u>	:	Mr. A Kekana at 079 630 1770/ Ms. I.T Masombuka at 072 747 7776
<u>POST 44/185</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: CROP PRODUCTION REF NO: DARLEA/2025/12/29 (X4 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Thembisile Hani Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop Production
<u>ENQUIRIES</u>	:	Mr. A Kekana at 079 630 1770/ Ms. I.T Masombuka at 072 747 7776
<u>POST 44/186</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: POULTRY AND CROP PRODUCTION REF NO: DARLEA/2025/12/30 (X2 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Thembisile Hani Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop/ Animal Production
<u>ENQUIRIES</u>	:	Mr. A Kekana at 079 630 1770/ Ms. I.T Masombuka at 072 747 7776
<u>POST 44/187</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: CROP AND LIVESTOCK PRODUCTION REF NO: DARLEA/2025/12/31 (02 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Steve Tshwete Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop/ Animal Production
<u>ENQUIRIES</u>	:	Mr. A Kekana at 079 630 1770/ Ms. I.T Masombuka at 072 747 7776
<u>POST 44/188</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: HORTICULTURE/ CROP PRODUCTION REF NO: DARLEA/2025/12/32 (X2 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Steve Tshwete Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop Production
<u>ENQUIRIES</u>	:	Mr. A Kekana at 079 630 1770/ Ms. I.T Masombuka at 072 747 7776
<u>POST 44/189</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: CROP AND LIVESTOCK PRODUCTION REF NO: DARLEA/2025/12/33 (02 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Emakhazeni Municipality
<u>REQUIREMENTS</u>	:	National Diploma Crop/ Animal Production
<u>ENQUIRIES</u>	:	Mr. A Kekana at 079 630 1770/ Ms. I.T Masombuka at 072 747 7776
<u>POST 44/190</u>	:	<u>AGRICULTURAL GRADUATE PROGRAMME: LIVESTOCK PRODUCTION REF NO: DARLEA/2025/12/34 (X2 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Emakhazeni Municipality
<u>REQUIREMENTS</u>	:	National Diploma Animal Production
<u>ENQUIRIES</u>	:	Mr. A Kekana at 079 630 1770/ Ms. I.T Masombuka at 072 747 7776

POST 44/191 : **AGRICULTURAL GRADUATE PROGRAMME: VEGETABLES AND GRAINS PRODUCTION REF NO: DARLEA/2025/12/35 (X4 POSTS)**

SALARY : R94 326 per annum
CENTRE : Dr J.S Moroka Municipality
REQUIREMENTS : National Diploma Crop Production
ENQUIRIES : Mr. A Kekana at 079 630 1770/ Ms. I.T Masombuka at 072 747 7776

POST 44/192 : **AGRICULTURAL GRADUATE PROGRAMME: LAYERS AND VEGETABLES REF NO: DARLEA/2025/12/36 (X4 POSTS)**

SALARY : R94 326 per annum
CENTRE : Dr J.S Moroka Municipality
REQUIREMENTS : National Diploma Crop/ Animal Production
ENQUIRIES : Mr. A Kekana at 079 630 1770/ Ms. I.T Masombuka at 072 747 7776

POST 44/193 : **AGRICULTURAL GRADUATE PROGRAMME: CROP PRODUCTION REF NO: DARLEA/2025/12/37 (X5 POSTS)**

SALARY : R94 326 per annum
CENTRE : Victor Khanye Municipality
REQUIREMENTS : National Diploma Crop Production
ENQUIRIES : Mr. A Kekana at 079 630 1770/ Ms. I.T Masombuka at 072 747 7776

POST 44/194 : **AGRICULTURAL GRADUATE PROGRAMME: ANIMAL PRODUCTION REF NO: DARLEA/2025/12/38 (X2 POSTS)**

SALARY : R94 326 per annum
CENTRE : Victor Khanye Municipality
REQUIREMENTS : National Diploma Animal Production
ENQUIRIES : Mr. A Kekana at 079 630 1770/ Ms. I.T Masombuka at 072 747 7776

DEPARTMENT OF ECONOMIC DEVELOPMENT AND TOURISM

It is the strategic intent of the Department to promote employment equity in terms of race, gender and disability through the filling of these posts with candidates whose transfer, promotion or appointment will promote equitable representativity in line with the numeric targets as contained in the departmental Employment Equity plan.

APPLICATIONS : Fully completed and signed Z83 employment application form, quoting reference number should be addressed to the Head: Economic Development and Tourism. Applications can be hand delivered to Nokuthula Simelane Building, 1st Floor, No 7 Government Boulevard, Riverside Park, Extension 02 Mbombela 1201 or alternatively applications emailed to the respective email address provided for each post.

CLOSING DATE : 12 December 2025 @ 16h00
NOTE : It is compulsory to fill all fields on the New Amended Z83 Form (No.81/971431) as prescribed with effect from 01 January 2021, which must be signed, initialled and dated. The form is obtainable at any National or Provincial Department(s), www.dpsa.gov.za/dpsa2g/vacancies.asp. Applicants must indicate the Post, Reference Number on the Z83 Form application. The new Z83 Form must be accompanied by a recent updated curriculum vitae with full personal details, experience, including three (3) names of contactable referees and it is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation report (only when shortlisted). The question related to conditions that prevents re-appointment under Part F must be answered by applicants who were previously appointed in the public service. Applications received after closing date will, as a rule not be accepted. Only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interviews. It will be expected of candidate(s) to be available for interview process on a date, time and place as determined by the Department. Shortlisted candidate(s) will also be subjected to practical assessments, will be required to undergo personal suitability checks, which include criminal records, citizenship, financial credits/assets, qualifications verification and previous employment background/reference checks will be verified. Candidates will be subject to security screening and vetting. Applicants must disclose if she/he is not a Director/Shareholder of a company or conducting any business with Organ of State and whether is

performing any additional remunerative work outside his/her normal duties. The successful candidate will enter into an Annual Performance Agreement, and also annually disclose his/her financial interest. The Department reserves the right not to make appointment. Candidates requiring additional information regarding advertised post must direct their enquiries to the relevant person indicated. Communication and correspondence will be limited to shortlisted candidates only. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. SMS Posts: The requirements for appointment at Senior Management Service level include the successful completion of Senior Management Pre-entry Programme as endorsed by the National School of Government, which can be accessed using the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. Candidates must provide proof of successful completion of the course prior to appointment. Following the interview and technical exercise(s), 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. Core competencies: Strategic capacity and leadership. People management and empowerment. Advanced programme and project management. Change management. Financial management. Process Competencies: Knowledge management. Service Delivery Innovation. Advanced problem-solving and analysis. Client orientation and customer focus. Advanced communication skills (written and verbal). The successful candidate will be appointed subject to positive results of a pre-employment screening process which includes criminal records and verification of educational qualification certificates. Candidates requiring additional information regarding advertised post must direct their enquiries to the relevant person indicated. Communication and correspondence will be limited to shortlisted candidates only. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The Department reserves the right not to make appointment.

MANAGEMENT ECHELON

<u>POST 44/195</u>	:	<u>CHIEF DIRECTOR: TRADE AND INDUSTRY DEVELOPMENT REF NO: DEDT 2025/26/17</u>
<u>SALARY</u>	:	R1 494 900 per annum (Level 14), total cost to employer that consists of basic salary, state contribution to Government Employee Pension Fund and flexible portion that an employee may structure according to personal needs
<u>CENTRE</u>	:	Head Office, Mbombela
<u>REQUIREMENTS</u>	:	An appropriate SAQA recognized NQF level seven (07) tertiary qualification in Business Administration/Business Management/ Economics with a minimum of five (05) years work experience at Middle/Senior managerial level in trade and investment promotion. Work experience in working with stakeholders at different spheres of Government, private sector and communities. A valid Driver's License. Good understanding and knowledge of government priorities including the National Development Plan. Proven track record in strategic planning, partnerships with private sector; and monitoring and evaluation of government performance, including organisational and communication skills, excellent research and writing skills. Ability to work across different levels within the Department and its entities and interact at a senior level. The successful candidate must possess strong strategic capability, analysis, leadership, programme, project management and financial and people management skills. Proven experience in Government policies and programmes. Sound knowledge and experience in Legislative Frameworks, Public Finance Management Act (PFMA), Public Service Act (PSA) and Project Management. Knowledge and skills: Computer skills (Microsoft Office Package), Good communication (written and verbal), Interpersonal Relations & Facilitation skills, Stakeholder networking, Organizational and Presentation skills. Ability to work independently as well as in a team under extreme pressure. Strong Project and team management skills. Strong oral and written communication skills, including report writing. Knowledge of Government budgeting processes. A preferable candidate must competently display these competencies: strategic capability, leadership, programme and project

DUTIES

management, financial and management, knowledge management, service delivery innovation, problem solving and analysis, people management and empowerment, client orientation, customer focus and communication, honesty and integrity.

- : Provide strategic direction and management of the programme: Manage the compilation of monthly, quarterly and annual reports. Manage and monitor personnel related issues. Manage and monitor budget and expenditure. Manage and monitor all identified risk and AG findings. Facilitate trade, export promotion and attract investment: Promote domestic and cross border trade activities; Enhance export of local produce and commodities to regional, african continental free trade area and new international market. Facilitate and support the implementation of multi-lateral trade and investment agreements concluded by the provincial government. Enhance training and skills development for small businesses, in order for them to access domestic and international markets for their produce. Develop policies, strategist and programmes toward attraction of both foreign and domestic investment. Facilitate the development of priority sectors of the Provincial economy: Develop and drive the implementation of policies, strategies and programmes to grow the priority sectors of the Provincial economy. Promote inclusive growth and development of industries in the priority sectors of the Provincial economy. Facilitate the implementation of national Master Plans of priority sectors. Promote partnership with strategic stakeholders to grow the priority sectors of the provincial economy. Enhance the training and skills development through the implementation of incubation programmes in all sectors. Facilitate and coordinate the implementation of strategic initiatives emanating from the priority sectors. Drive the implementation of the Mpumalanga Industrial Development Plan Roadmap. Facilitate the implementation of the Industrial Technology Parks in the areas of Green Energy, Petro-chemical, Agro-processing, and Mining and Metals beneficiation. Promote the development and strengthening of light Industrial Parks in the townships and identified rural notes in the Province.

**ENQUIRIES
APPLICATIONS**

- : Mr SJ Xaba Tel No: (013) 766 4164
: Email application to: recruitmentdedt2@mpg.gov.za

POST 44/196

- : **DIRECTOR: DISTRICT OFFICE: REF NO: DEDT/2025/26/18**

SALARY

- : R1 266 714 per annum (Level 13), total cost to employer that consists of basic salary, state contribution to Government Employee Pension Fund and flexible portion that an employee may structure according to personal needs

**CENTRE
REQUIREMENTS**

- : Nkangala District, Emalahleni
: An appropriate SAQA recognized NQF level seven (07) tertiary qualification in Law / Public Management / Public Administration / Business Administration / Business Management / Economics with a minimum five (05) years relevant work experience at a middle/senior managerial level. A valid Driver's License. Good understanding and knowledge of government priorities including the National Development Plan. Proven track record in strategic planning, monitoring and evaluation of government performance. Excellent planning, organisational and communication skills, Excellent research and writing skills. Ability to work across levels within the Department and its entities and interact at a senior level. The successful candidate must possess strong strategic capability, analysis, leadership, programme, project management and financial and people management skills. Proven experience in Government policies and programmes. Sound knowledge and experience in Legislative Frameworks, Public Finance Management Act (PFMA), Public Service Act (PSA) and Project Management. Knowledge and skills: Computer skills (Microsoft Office Package), Good communication (written and verbal), Interpersonal Relations & Facilitation skills, Stakeholder networking, Organizational and Presentation skills. Ability to work independently as well as in a team under extreme pressure. Strong Project and team management skills. Strong oral and written communication skills, including report writing. Knowledge of Government budgeting processes. Competencies: A preferable candidate must display these competencies: strategic capability, leadership, programme and project management, financial management, change management, knowledge management, service delivery innovation, problem solving and analysis, people management and empowerment, client orientation and customer focus and communication, honesty and integrity.

<u>DUTIES</u>	:	Provide overall management of the Regional Office which includes the following: Promote Economic Growth and Development of Local Economies. Facilitate and stimulate Enterprise Development. Stimulate Economic Growth through Industry Development, Trade and Investment Promotion and Sector Development. Ensure Compliance and Enforcement with legislation related to Commerce. Render Consumer Education and Advisory Services. Render Regional Administration support services. Provide leadership and strategic support in the region and across all departmental programmes aimed at economic development. Forge professional and healthy working relations with relevant stakeholders in all sectors of the economy. Provide support in the implementation of strategies and programmes aimed at economic development. Manage the administration in supply chain and financial management, human resource management, asset management Provide support in the implementation of the departmental strategic and operational plans.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr SJ Xaba Tel No: (013) 766 4164
	:	Email application to: recruitmentdedt2@mpg.gov.za
<u>POST 44/197</u>	:	<u>DIRECTOR: MONITORING AND EVALUATION: REF NO: DEDT/2025/26/16</u>
<u>SALARY</u>	:	R1 266 714 per annum (Level 13), total cost to employer that consists of basic salary, state contribution to Government Employee Pension Fund and flexible portion that an employee may structure according to personal needs
<u>CENTRE REQUIREMENTS</u>	:	Head Office, Mbombela
	:	An appropriate SAQA recognized NQF level (07) tertiary qualification in Public Management/Public Administration/ Econometrics/ Economics/ Monitoring and Evaluation with five (05) years work experience in economic impact assessment/monitoring and evaluation/ /socio-economic data analysis/ economic planning at a middle/senior managerial level. A valid Driver's License. Good understanding and knowledge of government priorities including the National Development Plan. Proven track record in strategic planning, monitoring and evaluation of government performance. Excellent planning, organisational and communication skills, Excellent research and writing skills. Ability to work across levels within the Department and its entities and interact at a senior level. The successful candidate must possess strong strategic capability, analysis, leadership, programme, project management and financial and people management skills. Proven experience in Government policies and programmes. Sound knowledge and experience in Legislative Frameworks, Public Finance Management Act (PFMA) and Project Management. Knowledge and skills: Computer skills (Microsoft Office Package), Good communication (written and verbal), Interpersonal Relations & Facilitation skills, Stakeholder networking, Organizational and Presentation skills. Ability to work independently as well as in a team under extreme pressure. Strong Project and team management skills. Strong oral and written communication skills, including report writing. Knowledge of Government budgeting processes. The preferable candidate must display these competencies: Strategic Capability, Leadership, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem Solving and Analysis, People Management and Empowerment, Client Orientation and Customer Focus and Communication, Honesty and Integrity.
<u>DUTIES</u>	:	Manage the development and implementation of monitoring and evaluation strategy in the Department. Conduct economic impact assessments to determine the changes that have been brought about through the implementation of economic plans and programmes. Monitor and evaluate the implementation of the Departmental priority programmes and projects. Evaluate the effectiveness of the economic policy interventions designed for sustain economic development. Disseminate monitoring and evaluation findings to relevant stakeholders and render an advisory service in this regard. Consult stakeholders within and outside of government. Manage the human resources and financial resources within the Directorate.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr SJ Xaba Tel No: (013) 766 4164
	:	Email application to: recruitmentdedt2@mpg.gov.za

OTHER POSTS

POST 44/198 : **ASSISTANT DIRECTOR: ECONOMIC EMPOWERMENT REF NO: DEDT/2025/26/19**

SALARY : R582 444 per annum (Level 10)
CENTRE : Nkangala District, Emalahleni
REQUIREMENTS : An appropriate SAQA recognized NQF level 6 tertiary qualification in Economics/Business Management/Entrepreneurship/Business Administration with a minimum of three (3) years work experience in the economic empowerment/enterprise development environment. A valid driver's license. Knowledge of B-BBEE Act, B-BBEE Codes of Good Practice, Sector Charters, Employment Equity Act, Provincial & National Macro-economic policies. Good verbal and written communication skills, Analytical skills and Presentation skills. Advanced Computer skills (word, excel, power-point).

DUTIES : Facilitate the empowerment of black companies in the Nkangala District. Link black companies with the relevant funding support agencies in the country. Monitor the implementation of B-BBEE codes of good practice and Sector codes in all sectors of the provincial economy. Facilitate procurement by government and private sector from B-BBEE establishments. Support the activities of the Provincial B-BBEE Advisory Council. Facilitate development of database for B-BBEE companies in the district. Advise both private and public sector stakeholders on B-BBEE. Supervision of officials within the unit in the district and manage staff performance.

ENQUIRIES : Ms LP Mabaso Tel No: (013) 766 4424
APPLICATIONS : Email to recruitmentdedt3@mpg.gov.za

POST 44/199 : **ASSISTANT DIRECTOR: TRADE AND INVESTMENT PROMOTION REF NO: DEDT 2025/26/21**

(Please note that this post is re-advertised and applicants who applied previously are encouraged to reapply)

SALARY : R582 444 per annum (Level 10)
CENTRE : Gert Sibande: Ermelo
REQUIREMENTS : An appropriate SAQA recognized NQF level six (06) tertiary qualification in Economics/Business Administration with three (3) years relevant work experience in trade and development promotion/sector development/industry development. Knowledge of the legal framework, Public Finance Management, International Trade and Promotion, work experience in export and training of emerging businesses, understanding of the South African economy, economic data and the ability to draw inference from them, understanding of the National and Provincial sectors. Ability to interact with industry key players across sectors. The successful candidate must be able to display the following competencies: strong analytical capabilities report writing, leadership, programme and project management, financial management, service delivery innovation, problem solving and analysis, people management and empowerment, client orientation, communication, honesty and integrity, advanced computer skills and valid driver's license.

DUTIES : Assist and provide support in the development and the implementation of export, investment promotion policies and strategies. Promote all opportunities. Lead the implementation of bi-lateral trade agreements. Facilitate and coordinate trade and commerce activities to support industry development. Liaise with all spheres of government and all stakeholders on trade and investment related initiatives. Provide support in the coordination of both domestic and international and trade exhibitions. Provide inputs in the preparation of awareness workshops for trade and investment sessions. Supervising staff as assigned including prioritizing and assigning work.

ENQUIRIES : Ms FP Sibiya Tel No: (013) 766 4490
APPLICATIONS : Email to recruitmentdedt4@mpg.gov.za

POST 44/200 : **COMMUNICATION OFFICER: STAKEHOLDER RELATIONS: REF NO: DEDT/2025/26/20**

SALARY : R325 101 per annum (Level 07)
CENTRE : Head Office, Mbombela
REQUIREMENTS : An appropriate SAQA NQF level 6 in Communication/Journalism/ Marketing/ Public Relations with three (3) years experience in communication

environment. Have an ability to work under pressure; prepared to work irregular hours (including weekends and public holidays); and travel extensively, when required to meet tight deadlines. Good understanding of the mandate of the Department in terms of applicable Acts, prescripts and regulations. A valid Drivers License. The successful candidate must be able to display the following competencies: multi-tasking, strong public relations, Project Management, time management and prioritising skills, with a pro-active approach, excellent written and verbal communication skills, and attention to detail, knowledge and understanding of government corporate ethos and values. The prospective candidate must be computer literate including the use of various software programmes at high proficiency level.

<u>DUTIES</u>	:	Regularly update stakeholder database; Coordinate the compilation of the Departmental Calendar of Events; Assist in co-ordinating Departmental Public Participation Programmes and campaigns; Manage all Departmental exhibitions; Produce content for both internal and external publications; Develop content for all information promotional material; Disseminate information and interact with stakeholders via Departmental social media platforms; Render branding service; Render photography service; Liaise and work closely with Departmental Public Entities and other stakeholders; Compile and submit required reports; Provide general administrative support; Perform any other relevant duties as directed.
<u>ENQUIRIES</u>	:	Ms. NC Ndala Tel No: (013) 766 4370
<u>APPLICATIONS</u>	:	Email to recruitment5@mpg.gov.za

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.

<u>APPLICATIONS</u>	:	Departmental Online Application System: www.mpuhealth.gov.za .
<u>CLOSING DATE</u>	:	12 December 2025
<u>NOTE</u>	:	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.

Recommended candidates for MMS and SMS posts will need to undergo a Competency Assessment. Candidate recommended for SMS positions must be in possession of Certificate of Entry into SMS within the Public Service obtained from the NSG before they are appointed. Security clearance will be conducted before appointment is made in all positions.

MANAGEMENT ECHELON

<u>POST 44/201</u>	:	<u>DIRECTOR: LABOUR RELATIONS REF NO: MPDOH/NO/25/819</u>
<u>SALARY</u>	:	R1 266 714 per annum (Level 13), (all-inclusive package)
<u>CENTRE</u>	:	Provincial Office, Mbombela (Nelspruit)
<u>REQUIREMENTS</u>	:	An undergraduate qualification (NQF Level 7) as recognized by SAQA in Labour Relations / Human Resource Management / Labour Law / LLB as recognized by SAQA. A minimum of five (5) years' experience in middle management/senior management level in Labour Relations. Pre-entry certificate for Senior Management Service (Nyukela Certificate) submitted prior to appointment. Skills and Competencies: Sound Knowledge of Labour Relations, Human Resource Management, and Public Service prescripts, including Collective Agreements. In-depth knowledge of dispute resolution process/ procedure in the PSBCBC, and other related labour forums. Ability to develop creative solutions to effectively solve problems while maintaining consistency with policies, standards, procedures, laws, and regulations; Good decision-making skills, including the ability to negotiate, advice, and influence line managers. Good analytical skills, conflict resolution, problem solving, facilitation skills, verbal and written communication; Proven computer literacy, including advanced MS Word, MS Excel, and MS PowerPoint, including report writing and presentation skills. Good interpersonal, Strategic Leadership, and Project Management, People Management and Empowerment, Financial Management, and Change Management. Ability to foster partnerships and stakeholder management. Willingness to work irregular hours and travel extensively. A valid driver's License.
<u>DUTIES</u>	:	The successful candidate will be reporting to the Chief Director: Human Resource Management and Development and will be responsible for providing strategic and leadership direction in the Labour Relations Directorate. Manage relationships with recognized Trade Unions in ensuring cordial and constructive interaction and acting as management representative in cases where disputes arise. Conduct research on collective bargaining trends and advice management on Labour relations developments, particularly where policy and procedural changes may be required. Represent the Department in conciliations and or mediation processes and arbitration hearings. Coordinate and manage employee disciplinary process, conflict resolution process, and oversee dispute resolution. Manage relationships with recognized trade unions, ensuring cordial and constructive interaction and acting as management representative in cases relating to collective bargaining. Develop Labour Relations policies and procedure manuals in the Department in line with the relevant legislative frameworks. Ensure that line managers are effectively trained in handling labour relations matters. Develop and maintain labour relations service level agreements with internal and external stakeholders and represent the department in all Labour Relations Fora and ensure the effective, efficient, and economical management and utilization of resources allocated to the Directorate as outlined in the legislative framework for good governance. Analyse Labour Relations data, identify trends, prepare and submit reports to the Executive Management, Management of human resources and finances of the Directorate.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

OTHER POSTS

<u>POST 44/202</u>	:	<u>DEPUTY DIRECTOR: PERFORMANCE MANAGEMENT & DEVELOPMENT SYSTEM REF NO: MPDOH/NO/25/820</u>
<u>SALARY</u>	:	R896 436 per annum. (Level 11), (all-inclusive package)

<u>CENTRE REQUIREMENTS</u>	:	Provincial Office, Mbombela (Nelspruit)
	:	Senior Certificate / Grade 12 plus an undergraduate qualification (NQF level 7) in Human Resource Management / Public Administration/Management or any relevant qualification as recognized by SAQA. At least a minimum three (3) years' experience in the management of Performance Management at the level of Assistant Director (Level 9/10). A proven track record in understanding the intricacies of Performance Management. Affirmative action candidates will be prioritized for this post. Skills and Knowledge: Knowledge of relevant legislation (e.g. Public Service Act & Regulations, Public Finance Management Act, Constitutional provisions, provincial PMDS policy, etc.). Knowledge of the Public Service Performance Management System. Knowledge of the SMS Handbook. Good working knowledge of PERSAL and all functions relating to PMDS. Valid code B Drivers Licence and ability to travel provide support and training to facilities. Competent in Microsoft Excel, Word and PowerPoint. Must have analytical and problem-solving skills. Good, organising, people management, presentation and communication skills. Ability to deal with confidential matters. Ability to plan and implement a project according to project management principles.
<u>DUTIES</u>	:	The successful candidate will be responsible for the following functions: Manage the implementation of the performance management system for SMS and Non-SMS Members in the Department. Develop monitoring mechanisms to ensure compliance on the performance management and development system and generate reports. Conduct training sessions on PMDS. Provide PMDS Policy support to all employees. Manage the Implementation of payment of all relevant awards including, notch Progression for Non-OSD and OSD employees. Maintain the PMDS data base systems and PERSAL reporting function on PMDS. Manage, Coordinate and facilitate the moderation processes for SMS and Non-SMS members at all levels. Develop and implement sectional implementation plan. Compile budget estimates and manage expenditure. Manage dispute emanating from the implementation of Performance Management System. NB: shortlisted candidates will be subjected to a training facilitation competency assessment.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 44/203</u>	:	<u>ASSISTANT DIRECTOR: PERFORMANCE MANAGEMENT & DEVELOPMENT SYSTEM REF NO: MPDOH/NOV/25/821</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R468 459 per annum (Level 09), (plus service benefits)
	:	Provincial Office, Mbombela (Nelspruit)
	:	Senior Certificate / Grade 12 plus Diploma / Degree (NQF Level 6/7) in Human Resource Management / Public Administration / Affairs / Management or any relevant qualification as recognized by SAQA. At least a minimum of three (3) years' experience in the administration of Performance Management at a supervisory / management (Level 7/8). A proven track record in understanding the intricacies of Performance Management. Skills and Knowledge: Knowledge of relevant legislation (e.g. Public Service Act & Regulations, Public Finance Management Act, Constitutional provisions, provincial PMDS policy provisions, etc.). Knowledge of the Public Service Performance Management System. Good working knowledge of PERSAL and all functions relating to PMDS. Valid code B Drivers License and ability to travel provide support and training to facilities. Microsoft Excel, Word and PowerPoint. Must have analytical skills. Good, organising, people management, presentation and communication skills. Ability to deal with confidential matters. Ability to plan and implement a project according to project management principles.
<u>DUTIES</u>	:	The successful candidate will be responsible for the following functions: Coordinate the implementation of the performance management system for SMS and Non-SMS members in the Department. Implement monitoring mechanisms to ensure compliance on the performance management and development system and generate reports. Conduct training sessions on PMDS. Provide PMDS Policy support to all employees. Implement payment of all relevant awards including, notch Progression for Non-OSD and OSD Employees. Maintain the PMDS data base systems and PERSAL reporting function on PMDS. Coordinate and facilitate the moderation processes for SMS

		and Non-SMS members at all levels. Implement sectional implementation plan. NB: shortlisted candidates will be subjected to a training facilitation competency assessment.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 44/204</u>	:	<u>ASSISTANT DIRECTOR: LEGAL ADVISORY SERVICES REF NO: MPDOH/NOV/25/822</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R468 459 per annum (Level 09), (plus service benefits)
	:	Provincial Office, Mbombela
	:	Senior Certificate / Grade 12 plus Degree (NQF Level 7) in Law (LLB) as recognized by SAQA. At least three (3) years' experience in Legal Services environment. Valid driver's licence. Competencies: Applied public law, legislative analysis, review and drafting skills, contract drafting and management. Knowledge of the Constitution, Public Finance Management Act, Public Service Act 103 of 1994, National Health Act 63 of 2003, any other legislation and general legal. Knowledge and legislation applicable to the Public Health Sector. Ability to provide sound and professional advice on legal matters. Preference will be given to applicants with extensive experience in litigation management. Should be willing to work under pressure and be Computer literacy.
<u>DUTIES</u>	:	To manage legal advisory services. Manage provision of legal opinion. Manage interpretation and provision of advice on departmental laws and regulations. Liaise with the office of the state attorney on management of litigation matters, state law advisors and other relevant stakeholders on legal matters.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 44/205</u>	:	<u>INTERNAL AUDITOR REF NO: MPDOH/NOV/25/823</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R325 101 per annum (Level 07), (plus service benefits)
	:	Provincial Office, Mbombela (Nelspruit)
	:	Senior Certificate / Grade 12 plus Diploma / Degree (NQF Level 6/7) in Internal Auditing / Risk Management, Accounting and Cost Management as recognized by South African Qualifications Authority (SAQA). A minimum of one (1) year Internal Audit experience in the Internal Audit Environment. Registration with IIA (Institute for Internal Auditors) will be an added advantage. Valid driver's license. Skills And Competencies: Knowledge of Global Internal Audit Standards (GIAS) of the Institute of Internal Auditors (IIA), Internal Audit framework and methodologies, Public Finance Management Act, 1999 (Act No 1 of 1999) and Treasury Regulations. Interpersonal relations and Communication skills (verbal and written), Computer Literacy, ability to work in a team and under pressure. Client orientation and customer focus.
<u>DUTIES</u>	:	Evaluate the internal control systems, risk management and governance process of the Department. Gather relevant legislations, acts, policies; assist in the development of audit programme, execute the audits based on the audit programme; document all findings raised and provide supporting evidence; compiling working paper files and do filing and referencing Audit files. Conduct audits in compliance with Global Internal Audit Standards (GIAS) of the Institute of Internal Auditors (IIA), Perform follow up audits to performance whether all agreed rectification plans have been implemented. Conduct ad hoc audits functions as requested.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

<u>POST 44/206</u>	:	<u>PROFESSIONAL NURSE GRADE 1 (PN-A2): WITH MIDWIFERY REF. NO: MPDOH/NOV/25/835 (X12 POSTS)</u>
<u>SALARY</u>	:	R324 384 – R382 107 per annum
<u>CENTRE</u>	:	Mmamethlake Hospital (Nkangala District)
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12 plus Basic qualification accredited with the SANC in terms of Government Notice R425 (I.E. Diploma/ Degree in General Nursing) equivalent qualification that allows registration with the South African Nursing Council (SANC) as Professional Nurse (2025). Ability to function independently and to prioritize work. Leadership and sound interpersonal skills, problem solving and decision-making skills.
<u>DUTIES</u>	:	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.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 44/207</u>	:	<u>PROFESSIONAL NURSE GRADE 1 (PN-A2): WITH MIDWIFERY REF NO: MPDOH/NOV/25/840 (X5 POSTS)</u>
<u>SALARY</u>	:	R324 384 – R382 107 per annum
<u>CENTRE</u>	:	Middelburg Hospital (Nkangala District)
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12 plus Basic qualification accredited with the SANC in terms of Government Notice R425 (I.E. Diploma/ Degree in General Nursing) equivalent qualification that allows registration with the South African Nursing Council (SANC) as Professional Nurse (2025). Ability to function independently and to prioritize work. Leadership and sound interpersonal skills, problem solving and decision-making skills.
<u>DUTIES</u>	:	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.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 44/208</u>	:	<u>PHARMACIST ASSISTANT (POST-BASIC) GRADE 1 REF NO: MPDOH/NOV/25/845 (X5 POSTS)</u>
<u>SALARY</u>	:	R264 750 – R298 482 per annum
<u>CENTRE</u>	:	Gert Sibane District:

		Tjakastad Clinic (X1 Post) New Scotland Clinic (X1 Post) Glenmore Clinic (X1 Post) Dundonald CHC (X1 Post) Trichardt Clinic (X1 Post)
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12 plus registered as Post- Basic Pharmacist Assistant with South African Pharmacy Council (SAPC) (2025). Valid work permit will be required from non-South Africans. Skills in terms of consultations. Knowledge of current health and public service legislation, regulations and policies. Good communication, problem solving and conflict management skills. Professionalism, accuracy, flexibility, independence and ethical behavior.
<u>DUTIES</u>	:	Ensure proper receipt recording and storage of all medicines and consumables according to standard operating procedures handled in the area of operations. Ensure responsibility and accountability for safe patient medicine use. Compounding and preparation of any medicines as delegated. Promote correct evaluation prescriptions and legal processing of medicine prescription, stocktaking and distribution of supplies to the client. Promotion of Public Health. Ensure accurate recording of statistics and administrative requirements as required by policy.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 44/209</u>	:	<u>PHARMACIST ASSISTANT (POST-BASIC) GRADE 1 REF NO: MPDOH/NOV/25/851 (X6 POSTS)</u>
<u>SALARY CENTRE</u>	:	R264 750 per annum
	:	<u>Nkangala District:</u> Empumelelweni CHC (X1 Post) Nazareth Clinic (X1 Post) Sakhelwe Clinic (X1 Post) Verena CHC (X1 Post) Tweefontein H Clinic (X1 Post) Seabe CHC (X1 Post)
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12 plus registered as Post- Basic Pharmacist Assistant with South African Pharmacy Council (SAPC) (2025). Valid work permit will be required from non-South Africans. Skills in terms of consultations. Knowledge of current health and public service legislation, regulations and policies. Good communication, problem solving and conflict management skills. Professionalism, accuracy, flexibility, independence and ethical behavior.
<u>DUTIES</u>	:	Ensure proper receipt recording and storage of all medicines and consumables according to standard operating procedures handled in the area of operations. Ensure responsibility and accountability for safe patient medicine use. Compounding and preparation of any medicines as delegated. Promote correct evaluation prescriptions and legal processing of medicine prescription, stocktaking and distribution of supplies to the client. Promotion of Public Health. Ensure accurate recording of statistics and administrative requirements as required by policy.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 44/210</u>	:	<u>PHARMACIST ASSISTANT (POST-BASIC) GRADE 1 REF NO: MPDOH/NOV/25/861 (X10 POSTS)</u>
<u>SALARY CENTRE</u>	:	R264 750 – R298 482 per annum
	:	<u>Ehlanzeni District:</u> Arthurseat Clinic (X1 Post) Ludlow Clinic (X1 Post) Thokozane Clinic (X1 Post) Eziweni Clinic (X1 Post)

Sibuyile Clinic (X1 Post)
 Zwelisha Clinic (X1 Post)
 Tonga Block B Clinic (X1 Post)
 Tonga Block C Clinic (X1 Post)
 Komatipoort Clinic (X1 Post)
 Elandsfontein Clinic (X1 Post)

REQUIREMENTS : Senior Certificate / Grade 12 plus registered as Post- Basic Pharmacist Assistant with South African Pharmacy Council (SAPC) (2025). Valid work permit will be required from non-South Africans. Skills in terms of consultations. Knowledge of current health and public service legislation, regulations and policies. Good communication, problem solving and conflict management skills. Professionalism, accuracy, flexibility, independence and ethical behavior.

DUTIES : Ensure proper receipt recording and storage of all medicines and consumables according to standard operating procedures handled in the area of operations. Ensure responsibility and accountability for safe patient medicine use. Compounding and preparation of any medicines as delegated. Promote correct evaluation prescriptions and legal processing of medicine prescription, stocktaking and distribution of supplies to the client. Promotion of Public Health. Ensure accurate recording of statistics and administrative requirements as required by policy.

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

**PROVINCIAL ADMINISTRATION: NORTHERN CAPE
DEPARTMENT OF HEALTH**

This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department.

<u>CLOSING DATE</u>	:	12 December 2025
<u>NOTE</u>	:	Applications must be submitted on the new prescribed application form Z83 obtainable from any Public Service Department or any Public Service Administration website. The fully completed and signed Z83 should be accompanied by a detailed/comprehensive Curriculum Vitae, indicating positions held, dates and key performance responsibilities. Only short-listed candidates will be required to submit certified copies of their qualifications and relevant documents on or before the day of the interview proceedings following communication from the Human Resource Management Recruitment and Selection Unit. Failure to submit the requested documents or information will result in your application not being considered. The employment decision shall be informed by the Employment Equity Plan of the Department. It is the Department's intention to promote equity (race, gender and disability) through the filling of this post(s) with a candidate whose transfer / promotion / appointment will promote representivity in line with the numerical targets as contained in our Employment Equity Plan. If you have not been contacted within eight (8) weeks after the closing date of this advertisement, please accept that your application was unsuccessful. Suitable candidates will be subjected to a personnel suitability check (criminal record, qualification verification and employment verification). Where applicable, candidates will be subjected to a skills/knowledge test. The Department reserves the right not to make any appointment(s) to the above post. The successful candidate will be expected to sign a performance agreement. The Department of Health is an equal opportunity affirmative action employer. The request for certified documents will be limited to shortlisted candidates. The Human Resource Administration of the Department will inform shortlisted candidate for a post to submit certified documents on or before the day of the interview. Should an applicant wish to apply for more than one post, separate applications must be submitted for all posts

OTHER POSTS

<u>POST 44/211</u>	:	<u>PROFESSIONAL NURSE SPECIALTY (PSYCHIATRY) REF NO: NCDOH 149/2025 (X2 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R476 367 – R549 192 per annum Grade 2: R583 989 – R713 253 per annum
<u>CENTRE</u>	:	Northern Cape Mental Health and DRTB Hospital
<u>REQUIREMENTS</u>	:	Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Registration with the SANC as a Professional Nurse. A post - basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in one of the specialities: Mental health nursing, child psychiatric nursing relevant speciality. Experience: Grade 1: Minimum of 4 years' experience appropriate/recognizable in nursing experience after registration as a Professional Nurse with the SANC as a Professional Nurse with the SANC in General Nursing, Grade 2: Minimum of 14 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing - At least 10 years of the period referred to above must be appropriate/recognizable experience in the specific speciality after obtaining the 1 year post basic qualification in the relevant speciality.
<u>DUTIES</u>	:	Provide optimal, holistic, specialised nursing care with set standards and within a professional / legal framework. Effective utilisation of resources. Provide support to nursing services. Maintain professional growth/ethical standards and self-development. Provide clinical services for severe chronic mental illness within a professional/legal framework. Provide clinical advice and support to MO's in managing Mental Illness. Effective management of human resources and assist with supervisory functions. Participate in training, research, mortality and morbidity meetings and clinical governance meetings. Management and completion of all administrative tasks related to nursing.

<u>ENQUIRIES</u>	:	Ms VB Pearce Tel No: (053) 802 3604
<u>APPLICATIONS</u>	:	Please note applications can be hand delivered at the Human Resources offices of Northern Cape Mental Health Hospital, couriered via postal services to Portion 84, Bultfontein Farm Number 80 on R31 Barkley Road Kimberley 8301 E-Mailed to NChealthhr@NCDOH.co.za . All applicants must complete the application register when an application is hand delivered.
<u>POST 44/212</u>	:	<u>OCCUPATIONAL THERAPIST REF NO: NCDOH 150/2025 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R397 233 per annum Grade 2: R463 961 per annum Grade 3: R 543 099 per annum
<u>CENTRE</u>	:	Northern Cape Mental Health and DRTB Hospital
<u>REQUIREMENTS</u>	:	A degree in Occupational Therapy. Registration with the HPCSA. One-year relevant experience after registration with the HPCSA as Occupational Therapist. Independent registration with HPCSA. A driver's licence will be an advantage. Experience: Grade 1: None or 1-year relevant experience, after registration as an Occupational Therapist with recognized Health Professional Council in respect of foreign qualified Occupational Therapist. Grade 2: 10 years' appropriate experience after registration with HPCSA as an Occupational Therapist or 11 years' relevant experience, after registration as a Radiographer with recognized Health Professional Council in respect of foreign qualified Occupational Therapist. Grade 3: 20 years' appropriate experience after registration with HPCSA as an Occupational Therapist or 21 years relevant Experience, after registration as an Occupational Therapist with recognized Health Professional Council in respect of foreign qualified Occupational Therapist.
<u>DUTIES</u>	:	Provide an Occupational Therapy service to Mental Health Care Users (Acute and chronic). Execute optimal and evidence based Occupational Therapy intervention for individual and group treatment for in – and out – patients primarily for Psychiatric patients and in all other areas of OT if deemed necessary by the HOD. Administer standardized and clinical assessments to patients requiring FCEs and other clinical reports. Develop own skills and knowledge on continuing basis by participating in regular MDT case discussions, identifying and attending relevant courses, workshops, work groups etc. Plan and implement health awareness campaigns and staff in service training. Execute all patients and departmental related administrative tasks including data compilation, stock management, various internal and external meetings and submission of monthly reports. Administer PMDS and evaluation of support staff. Participate in the mentorship and training of community service therapists, OTT and students. Adhere to NCS and other quality assurance requirements. Participate and implement the departmental policy on training and continuous professional development to ensure departmental standards effective patient service
<u>ENQUIRIES</u>	:	Dr AJ Malgas Tel No: (053) 802 6300
<u>APPLICATIONS</u>	:	Please note applications can be hand delivered at the Northern Cape Mental Health Hospital HRM Admin or E-Mailed to NChealthhr@ncpg.gov.za . All applicants must complete the application register when an application is hand delivered.
<u>POST 44/213</u>	:	<u>SOCIAL WORKER REF NO: NCDOH 151/2025 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R325 200 – R376 725 per annum Grade 2: R 397 119 – R453 201 per annum Grade 3: R477 564 – R553 083 per annum Grade 4: R585 441 – R715 023 per annum
<u>CENTRE</u>	:	Northern Cape Mental Health Hospital
<u>REQUIREMENTS</u>	:	Registration with the South African Council of Social Professions as a Social Worker, Experience: Grade 1: None after registration with the SACSP as a Social Worker, Grade 2: A minimum of 10 years' appropriate experience as a Social Worker after registration with the SACSP, Grade 3: A minimum of 20 years' appropriate experience as a Social Worker after registration with the SACSP, Grade 4: A minimum of 30 years' appropriate experience as a Social Worker after registration with the SACSP. Skills Profile: Organizational skills, Job knowledge, good communication skills (verbal and written), Interpersonal skills, Conflict management skills, Problem Solving skills.

<u>DUTIES</u>	:	Establish social work services and network for the Institution and maintain communication with stakeholders. Ensure that social work service with regard to the care, support and protection of individuals, groups, families through relevant programmes is rendered. Keep up to date with new developments in the social work field. Undertake social work research and development and contribute to the development of policies. Render a holistic social work services to individual groups and community using all methods of social work practices. Monitor and evaluate the effectiveness of recommended interventions, reports on progress and identify. Further amended interventions to address identified conditions. Liaise / attend meetings with other departments and nongovernmental institutions to take cognizance of the latest developments in the relevant fields. Produce and maintain qualitative and quantitative records of social work interventions processes and Outcomes. Implement social welfare programme in accordance with the need of the community and Government priorities. Supervise all administrative functions
<u>ENQUIRIES APPLICATIONS</u>	:	Ms E Marekwa Tel No: (053) 802 3600
	:	Please note applications can be hand delivered at the Human resources offices of Northern Cape Mental Health Hospital, couriered via postal services to Portion 84, Bultfontein Farm Number 80 on R31 Barkley Road Kimberley 8301 E-Mailed to NChealthhr@ncpg.gov.za . All applicants must complete the application register when an application is hand delivered.
<u>POST 44/214</u>	:	<u>PROFESSIONAL NURSE GENERAL REF NO: NCDOH 152/2025 (X4 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R324 384 – R376 458 per annum Grade 2: R396 132 – R459 726 per annum Grade 3: R476 367 – R601 638 per annum
<u>CENTRE REQUIREMENTS</u>	:	Northern Cape Mental Health and DRTB Hospital
	:	Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Registration with the SANC as Professional Nurse with psychiatry as a prerequisite. Experience: Grade 1: None. Grade 2: A minimum of 10 years' experience appropriate /recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Grade 3: A minimum of 20 years' experience appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing.
<u>DUTIES</u>	:	Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care. Coordinate and monitor the implementation of nursing care plan and evaluation thereof. Provide relevant health information to health care users to assist in achieving optimal health care and rehabilitation of patients. Maintain constructive working relationships with nursing and other stakeholders (i.e. inter professional, inter-sectorial and multi-disciplinary teamwork). Manage and monitor proper utilization of human, financial and physical resources: Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms VB Pearce Tel No: (053) 802 3604
	:	Please note applications can be hand delivered at the Human Resources offices of Northern Cape Mental Health Hospital, couriered via postal services to Portion 84, Bultfontein Farm Number 80 on R31 Barkley Road Kimberley 8301 E-Mailed to nchealthhr@ncpg.gov.za All applicants must complete the application register when an application is hand delivered
<u>POST 44/215</u>	:	<u>PHARMACIST ASSISTANT (POST BASIC) REF NO: NCDOH 153/2025 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R264 750 per annum Grade 2: R306 411 per annum Grade 3: R330 540 per annum
<u>CENTRE REQUIREMENTS</u>	:	Northern Cape Mental Health and DRTB Hospital
	:	Registration with the South African Pharmacy Council (SAPC) as Pharmacist Assistant (Post Basic) Experience: Grade 1: None after registration with the SAPC as Pharmacist Assistant (Post Basic) Grade 2: A minimum of 5 years' appropriate experience as a Pharmacist Assistant (Post Basic) after registration with the SAPC. Grade 3: A minimum of 13 years' appropriate

	experience as a Pharmacist Assistant (Post Basic) after registration with the SAPC.
<u>DUTIES</u>	: Assist in training of Learner Basic Pharmacist Assistants. Procure, store and distribute medical stock throughout the institution. Optimally counsel patients. Effective stock control. Inform staff in all hospital departments with regard to medicine, relative medicine costs and cost-effective usage. Provide pharmaceutical service to hospital departments and primary health care facilities. Collect information for research purposes. Provide an effective support service to the Pharmacists within the District.
<u>ENQUIRIES</u>	: Ms. C Schoeman Tel No: (053) 802 3600
<u>APPLICATIONS</u>	: Please note applications can be hand delivered to the Northern Cape Mental Health Hospital HRM Admin or E-Mailed to NChealthhr@ncpg.gov.za . All applicants must complete the application register when an application is hand delivered.
<u>POST 44/216</u>	: <u>NURSING ASSISTANT GRADE REF NO: NCDOH 154/2025 (X10 POSTS)</u>
<u>SALARY</u>	: Grade 1: R174 261 - R196 305 per annum Grade 2: R203 271 – R227 286 per annum Grade 3: R239 559 – R294 513 per annum
<u>CENTRE</u>	: Northern Cape Mental Health and DRTB Hospital
<u>REQUIREMENTS</u>	: Minimum educational qualification: Qualification that allows registration with the SANC as a Nursing Assistant. Registration with a professional council: Registration with the SANC as Nursing Assistant. Experience: Grade 1: None, Grade 2: A minimum of 10 years appropriate/recognizable nursing experience after registration with the SANC as Nursing Assistant. Grade 3: A minimum of 20 years appropriate/recognizable nursing experience after registration with the SANC as Nursing Assistant.
<u>DUTIES</u>	: Provide elementary nursing care in accordance with the scope of practice and nursing standards. Implement and development of basic patient care plans to provide quality patient care. Demonstrate knowledge and understanding of relevant legal and ethical framework i.e., Acts, policies, SOP's, guidelines and protocols governing the public service and Nursing Practice. Demonstrate basic knowledge of ideal Hospital Realization and maintenance. Effective utilization of resources, maintenance of proper and accurate record keeping. Demonstrate basic communication with patients, Supervisors, and colleagues. Willing to rotate through department and work night duty. Maintain professional growth / ethical standards and self-development. Work as part of a multidisciplinary team and support the managers to ensure quality nursing care.
<u>ENQUIRIES</u>	: Ms VB Pearce Tel No: (053) 802 3604
<u>APPLICATIONS</u>	: Please note applications can be hand delivered at the Human resources offices of Northern Cape Mental Health Hospital, couriered via postal services to Portion 84, Bultfontein Farm Number 80 on R31 Barkley Road Kimberley 8301 E-Mailed to NChealthhr@ncpg.gov.za . All applicants must complete the application register when an application is hand delivered.

PROVINCIAL ADMINISTRATION: NORTH WEST

DEPARTMENT OF COMMUNITY SAFETY AND TRANSPORT MANAGEMENT

This Department is an Equal Opportunity Affirmative Action Employer. It is our intention to promote representivity (race, gender and disability) in the Department through the filling of these posts and candidates whose transfer/promotion/appointment will promote representivity will receive preference. An indication in this regard will facilitate the processing of applications.

- APPLICATIONS** : The Head of Department, Department of Community Safety and Transport Management, Private Bag x19, MMABATHO, 2735 Office No. 105, 1st Floor, Tirelo Building, Cnr Albert Luthuli Drive and Dr. James Moroka Drive, for Attention Kegomoditswe Makaota Office NO. 0182008258 OR email to the relevant e-mail address associated with the post applied for.
- CLOSING DATE** : 12 December 2025 (Posted, Handed and E-mailed Applications must have reached the Department by 15h30 pm Walk-in and 00h00 Mid-night online).
- NOTE** : Please Note: On the subject line of your E-mail, Indicate the Correct Job Title and the Reference number of the post. All applications must be emailed to the correct indicated email address. All attachments for Online Submission must include Only Z83 Form and an Updated Curriculum Vitae in PDF Format and be emailed to the correct email address, as one document. Failure to do so, your application will be disqualified. Compliance Note: Applications must be submitted on the improved Z83, approved to be utilized with effect 01 January 2021, which must be completed in such a manner that provides sufficient information about your candidature and the post applied for by completing all relevant fields. The declaration must be signed and initials on the second page are not mandatory. Should the applicant/s use incorrect application form for employment (Z83), or not compliant to the notes, the application/s will not be considered for selection purposes (disqualified). The Z83 must be accompanied by detailed Curriculum Vitae with at least three (3) names of referees with current contact details. Subjects of relevant qualification/s should be mentioned in the CV. Completion of the Z83 form: Part A: All fields must be fully completed. Part B: Date of birth and ID number are compulsory and other fields may be left blank, marked as not relevant, and use dashes or N/A if they do not apply to you or the position applied for and as long as the CV has been attached and provides the required information. Part C, D, E, F and G may be left blank, marked as not relevant, and use dashes or N/A if they do not apply to you or the position applied for and as long as the CV has been attached and provides the required information, however question related to conditions that prevent re-appointment under Part F is compulsory for applicants seeking re-employment into the Public Service. Applicants do not have to submit copies/proof/certificates/attachments/drivers licence/qualifications on application. Only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interviews. The employment application form (Z83) is obtainable at any National or Provincial Department, and it is accessible on the DPSA web-site, www.dpsa.gov.za Failure to submit or comply with the requested documents will result in the application not being considered. Should the applicant fail to submit or not comply with the requested documents, or not meet minimum requirements of the job as per the post advertised, this will result in the employment application not being considered. Qualifications of shortlisted candidates will be verified with SAQA. Persons in possession of a foreign qualification must furnish this Department with an evaluation certificate from the South African Qualification Authority (SAQA). Positions requiring tertiary qualification/s must be accompanied by copies of academic record/transcript(s) only when shortlisted. Candidates must indicate the number of the post/reference number in their applications. Candidates requiring additional information regarding an advertised post must direct their queries to the person reflected as enquiries below the post applied for. Applications should be forwarded in time to the department since applications received after the closing date indicated below will as a rule not be accepted. It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department. The Department reserves the right not to make appointments and correspondence will be limited to shortlisted candidates only. Personnel suitability check records will be conducted. Applicants must disclose if she/he is not a Director/Shareholder of a company or conducting any business with organ of State. They must also disclose or inform whether he/she is performing any additional remunerative work outside his /her normal duties. All appointments are subjected to a

positive qualifications verification as well as security clearance. SMS appointments are also subjected to SMS competency assessment as a DPSA requirement. 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. Applicants who do not possess SMS Pre-Entry Certificate shall be considered for shortlisting and interviews, but cannot be appointed before they successfully obtain the certificate. (SMS Pre-Entry Programme) is offered by the National School of government, information can be accessed via this link: <https://www.thensg.gov.za>. The appointee to SMS post must be in possession of such, prior to taking up the post. The successful candidate will be required to enter into an employment contract and a performance agreement.

MANAGEMENT ECHELON

<u>POST 44/217</u>	:	<u>DIRECTOR: SUPPLY CHAIN MANAGEMENT REF NO: 68/2025/26</u> Directorate: Supply Chain Management
<u>SALARY</u>	:	R1 266 741 per annum. The inclusive remuneration package consists of a basic salary, contribution to the Government Employee Pension Fund, medical fund and a flexible portion in terms of applicable rules. The successful candidate must enter into a performance agreement and sign employee contract.
<u>CENTRE</u>	:	Head Office- Mahikeng
<u>REQUIREMENTS</u>	:	Grade 12 Certificate. A relevant (NQF level 7) qualification in Supply Chain Management/ Finance/ Financial Management/ Economics/Auditing as recognised by SAQA coupled with five (5) years' experience at middle/senior managerial level within the Supply Chain Management Environment. A valid driver's license. Computer Literacy. The requirements for appointment at SMS level include the successful completion of the Senior Management Pre-entry Programme as endorsed by NSG submitted prior to appointment. Knowledge: In-depth knowledge of legislative framework that governs the Public Service. Customer Service Principles (Batho Pele Principles). Risk Management. Understanding of Supply Chain Management policies and procedures. Understanding of the white paper on the transformation of public service. Public Service Regulations (PSR). Public Service Act. COIDA. BBBEE and BBBEE codes. Protection of personal Information Act (POPI). Legislative Requirement: PPPFMA (Preferential Procurement Policy Framework. Public Finance Management Act (PFMA). Treasury regulations, Treasury/Practice Notes, Treasury and DPSA Circulars, Guidelines and Framework, understanding of budgeting and Financial Management best practices. Financial Management best practices. Financial Management Systems (PERSAL, BAS & LOGIS). Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service delivery innovation, Problem Solving and analysis, Client orientation, Customer Focus and Communication Skills: Technical Proficiency. Business Report Writing Skills. Communication (verbal and written). Problem solving and decision making. People management and Empowerment. Customer Focus and responsiveness. Managing inter-personal conflict. Financial management. Decision making and problem solving. Programme management. Environment awareness.
<u>DUTIES</u>	:	Ensure the development and implementation of relevant policies, procedures and transversal contracts with respect to Supply Chain and Asset Management. Develop and manage the demand and acquisition processes. Manage Assets, Logistics, Contract Management, Demand as well as Acquisition management sub-directorates Develop, manage and maintain logistical information and supply chain management performance. Development of adequate risk management measures. Manage all resources of the Directorate. Manage the performance of the unit to ensure quality service delivery and achievement of key strategic objectives. Ensure effective financial and human resources management.
<u>ENQUIRIES</u>	:	Ms. K Phatudi Tel No: (018) 200 8024/25
<u>APPLICATIONS</u>	:	E-Mail address: CSTMrecruitment01@nwpg.gov.za

DEPARTMENT OF COOPERATIVE GOVERNANCE & TRADITIONAL AFFAIRS

The North West Department of Cooperative Governance & Traditional Affairs is an Affirmative Action Employer with the intention of promoting representatively (race, gender and disability) through the filling of these posts. People with disability are encouraged to apply.

APPLICATIONS

: Completed applications should be forwarded to the Director: Human Resource Management, Department of Cooperative Governance and Traditional Affairs, Private Bag X2145, Mmabatho, 2735 or hand delivered to Telkom Building, 3366 Bessemer Street, Industrial Site, Mafikeng (Behind the Crossing Shopping Complex) for attention: Ms Ethelia Masibi Tel No: (018) 388 3933 or Ms Katlego Sebaetse Tel No: (018) 388 3935, email: nwcogtarecruit@nwpg.gov.za

CLOSING DATE

: 12 December 2025, Time (16H00)

NOTE

: Directions to Applicants: Applications must be submitted on the prescribed form, new Z83 (properly completed), obtainable from any Public Service office. A comprehensive CV with competencies, experience, and with full names, addresses, and telephone numbers of at least three referees. Applicants are not required to submit copies of qualifications and other relevant documents on applications; however, shortlisted candidates must submit other relevant documents to HR on or before the day of the interview and must be certified. OSD posts will be remunerated in accordance with relevant directives. Please note: It is the responsibility of a person in possession of a foreign qualification to furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Only when shortlisted. Applications should be forwarded in time to the Department, since applications received after the closing date indicated below will, as a rule, not be accepted. It will be expected of candidates to be available for interviews on a date and time and at a place as determined by the Department. Please note if you have not heard from us within three (03) months after the closing, please accept that your application was unsuccessful. NB: Senior Management Pre-entry Programme Certificate: No candidate shall be recommended for appointment without producing a Certificate of completion for the Nyukela Programme (SMS Pre-Entry Programme) offered by the National School of Government which can be accessed via this link: <https://www.thensq.gov.za>. Successful SMS Shortlisted candidates will be subjected to a technical assessment and the selected interviewed candidates will undertake a two day competency assessments at a venue and date determined by the Department. The competency assessment test generic managerial competencies using mandated DPSSA SMS competency assessment tool. 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. Appointment of the successful candidate(s) will be strictly subject to the Personnel Suitability Checks results/outcome before appointment. Failure to comply with the above requirements will result in the disqualification of the application. The applicants should state the applicable reference number with the relevant post. Candidates requiring additional information regarding the advertised post must direct their enquiries to the relevant person indicated on enquiries. NB: Directions on how to fill in the New Z83 Form Candidate should note the following information on the new Z83 application form: All fields of the Z83 are compulsory, and the applicant's signature is mandatory. The Z83 must be completed in full and signed for an applicant to be considered. The form must be completed in manner that provides sufficient information about the candidate and the post applies for by completing all relevant fields. The questions related to conditions that prevent re-appointment under part F must be answered, it requires an applicant to specify if any conditions may prevent re-employment in the public service. Applicants currently employed by the public service do not need to complete the section intended for those seeking re-employment. The Z83 form must be completed in full and signed in order for an applicant to be considered. Part A, B, C and D applicants may leave questions blank, mark them as not relevant, and uses dashes or N/A if they do not apply to them or the position they are applying for. The initials on the second page, where the signature is situated, are not mandatory. NB: The Department reserves the right not to make appointments. Correspondence will be limited to short-listed candidates only.

MANAGEMENT ECHELON

<u>POST 44/218</u>	:	<u>DIRECTOR: PROVINCIAL DISASTER MANAGEMENT CENTRE REF NO: 15/25-26</u> Chief Directorate: Development and Planning Directorate: Provincial Disaster Management Centre Job Purpose: To administer Provincial Disaster Management Centre.
<u>SALARY CENTRE REQUIREMENTS</u>	:	R1 266 714 per annum (Level 13), all-inclusive remuneration package Head Office Matric Certificate. Diploma/BTech/Degree (NQF level 7) in Disaster Management / Emergency Management / Environmental Science / Social Science / Risk Management / Development Studies / Public Administration and Management / Geography / Information Science / GIS / Geoinformatics as recognized by SAQA. Minimum 5 years' experience at Middle/Senior Managerial level in Municipal/Provincial Disaster Management Environment SMS Pre- Entry certificate submitted prior to appointment. Valid driver's licence. Competencies/Knowledge/Skills: In-depth knowledge of Disaster Management Act, National Disaster Management Framework, United Nations International strategy on Disaster reduction, Sendai Framework for Disaster Reduction, North West Disaster Management Framework, Municipal Indicative Disaster Risk Profile, Disaster Management processes, Public Financial Management Act, Treasury Regulations, Public Service regulations, Municipal Financial Management Act, Strategic Planning, Communication, Leadership, Policy, interpretation and Development Facilitation, Report Writing , Computer Literacy, Project Management Problem Solving Conflict management Planning Information Management Financial Management.
<u>DUTIES</u>	:	Coordinate implementation of Provincial Disaster Management systems and structures. Facilitate provision of disaster response and recovery coordination services. Coordinate disaster preparedness and planning services. Coordinate implementation of integrated information management and emergency communication systems. Coordinate implementation of Municipal Disaster Management systems and structures. Coordinate provision of fire and rescue services. Monitor provision of Provincial Disaster Management reception and administration services.
<u>ENQUIRES</u>	:	Mr. S Ramagaga Tel No: (018) 388 2329
<u>POST 44/219</u>	:	<u>DIRECTOR: COMMUNICATION MANAGEMENT SERVICES REF NO: 16/25-26</u> Chief Directorate: Corporate Management Services Directorate: Communication Management Services Job Purpose: To administer provision of communication management services.
<u>SALARY CENTRE REQUIREMENTS</u>	:	R1 266 714 per annum (Level 13), all-inclusive remuneration package Head Office Matric Certificate. Diploma/B-Tech/Degree (NQF level 7) in Communications / Public Relations / Media Studie s/ Journalism / Marketing / Graphic Design/ Digital Media as recognised by SAQA. Minimum 5 year's relevant experience at Middle/Senior Managerial level in Communication Management environment. SMS Pre- Entry certificate submitted prior to appointment. valid driver's licence. Competencies/Knowledge/Skills: In-depth knowledge of Government Communications Policy Framework, Government Communication Information Strategy policy, Promotion to access Information Act, Protection of Personal Information Act, Media Development and Diversity Act, Public Service Act, Public Financial management Act, Treasury Regulations, Strategic Communication, Planning, Media Relation Financial Management ,Speech writing, Public Relations and Branding, Digital and Social Media Management, Stakeholder engagement Event coordination, Communication, Facilitation, Policy interpretation and development, Report Writing, Computer Literacy.
<u>DUTIES</u>	:	Coordinate provision of departmental corporate communication services. Facilitate provision of public and stakeholder relations services. Coordinate provision of departmental events management services. Coordinate provision of media relations services. Facilitate development of graphics and web design services. Monitor provision of language translation services.
<u>ENQUIRIES</u>	:	Ms M. Lehoko Tel No: (018) 388 5483

OTHER POSTS

<u>POST 44/220</u>	:	<u>CHIEF CIVIL ENGINEER (GRADE A) REF NO: 12/25-26</u> Chief Directorate: Development & Planning Directorate: Integrated Municipal Infrastructure Job Purpose: To coordinate implementation of municipal infrastructure technical services.
<u>SALARY</u>	:	R1 266 450 – R1 446 921 per annum, (OSD), all-inclusive remuneration package
<u>CENTRE</u>	:	Head Office
<u>REQUIREMENTS</u>	:	Matric Certificate. Degree in Civil Engineering (B Eng/BSC (Eng) at (NQF level 7) as recognised by SAQA. 6 years of post-qualification experience as a professional engineer. Registration with ECSA as a professional Civil Engineer is compulsory. Valid Driver's licence. Competencies/Knowledge/Skills: In-depth knowledge of Public Finance Management Act, Treasury Regulations, Municipal Finance Management Act, Municipal Systems Act, Division of Revenue Act, Municipal Infrastructure Framework, Construction Industry Development Board, IDP alignment, Spatial development frameworks, Municipal by laws, Engineering design and analysis, Programme and project management, Computer aided engineering applications, Technical consulting, Engineering and professional judgement, Legal and operational compliance, Engineering operational communication, Technical report writing, Financial Management, Communication, Leadership, Problem solving, Policy interpretation and development, Planning, Facilitation skills.
<u>DUTIES</u>	:	Facilitate development and implementation of municipal infrastructure plans and programmes. Monitor compliance to infrastructure Engineering norms, standards and programme conditions. Provide technical advice on implementation of municipal Infrastructure grants. Facilitate registration of infrastructure projects. Monitor maintenance of municipal infrastructure assets. Monitor Performance and progress on Infrastructure spending.
<u>ENQUIRIES</u>	:	Mr. E. Manaka Tel No: (018) 388 5890
<u>POST 44/221</u>	:	<u>CHIEF TOWN & REGIONAL PLANNER (GRADE A) REF NO: 13/25-26</u> Chief Directorate: Development & Planning Directorate: Municipal Development Planning Job Purpose: To coordinate implementation of Spatial planning and Land Use management programmes.
<u>SALARY</u>	:	R1 099 448 – R1 250 907 per annum, (OSD), all-inclusive remuneration package
<u>CENTRE</u>	:	Head Office
<u>REQUIREMENTS</u>	:	Matric Certificate. Degree/BTech in Town and Regional planning/Urban and Regional Planning/Spatial planning (NQF level 7) as recognised by SAQA. 6 years post-qualification experience in Town and Regional Planning. Registration with SACPLAN is compulsory. Valid driver's licence. Competencies/Knowledge/Skills: In-depth knowledge of SPLUMA SPLUMA operational communication Geographical Information Systems, Title deed analysis and cadastral mapping, Structural, geotechnical and transportation, Municipal Systems Act, Municipal Finance Management Act, IDP alignment, Development Facilitation Act, National Development Plan, Environmental Management Act, Rural and Urban development regulations, Land Tenure Systems, Property Law, Public service Act, Public Finance Management Act, Treasury Regulations, Strategic Planning, Programme and project management, Technical consulting, Technical Report Writing, Financial Management, Public participation process, Communication, Leadership, Policy interpretation and development, Planning, Facilitation skills, Computer Literacy.
<u>DUTIES</u>	:	Facilitate development and review Land Use Scheme. Facilitate development and review Spatial Development frameworks. Facilitate implementation of municipal assessment of town planning applications. Facilitate implementation of municipal town planning capacity building programmes. Monitor implementation of National and Provincial Spatial planning and Land Use Management programmes.
<u>ENQUIRIES</u>	:	Mr. M Oagile Tel No: (018) 388 2329

<u>POST 44/222</u>	:	<u>DEPUTY DIRECTOR: ASSETS & DISPOSAL MANAGEMENT CHIEF</u> <u>DIRECTORATE: FINANCIAL MANAGEMENT SERVICES REF NO: 17/25-26</u> Directorate: Supply Chain Management Job Purpose: To coordinate provision of assets & disposal management services.
<u>SALARY</u>	:	R896 436 per annum (Level 11), all-inclusive remuneration package
<u>CENTRE</u>	:	Head Office
<u>REQUIREMENTS</u>	:	Matric Certificate. Diploma/Degree (NQF level 6) in Asset Management/Acquisition Management/Supply Chain Management/Financial Information Systems/Financial Accounting/Financial Management/Operations Management/ as recognized by SAQA. Minimum 3 years relevant experience at Assistant Director level in Asset Management, Supply Chain Management/ Financial Administration valid driver's licence. Competencies/Knowledge/Skills: In-Depth Knowledge of Treasury Regulations ,Public Financial Management Act , Public Service Regulations, Asset Management policy, National Treasury policy, Supply Chain Management Act, Supply Chain Management framework , Minimum of Information Security Standards, Infrastructure Delivery Management System, Directive on Asset Disposal Procedures , Internal Audit Risk Management Framework, Green Procurement Guidelines Computer Literacy , Presentation, Report writing, Communication, Policy development and interpretation, Financial Management, Asset management, Problem solving, Project Management.
<u>DUTIES</u>	:	Facilitate implementation of asset disposal processes. Monitor safeguarding of assets. Monitor implementation of asset maintenance plans. Facilitate verification of movable assets. Facilitate investigation of theft, loss, damage, and mismanagement of assets.
<u>ENQUIRIES</u>	:	Ms. K Setlhabi Tel No: (018) 388 2947
<u>POST 44/223</u>	:	<u>DEPUTY DIRECTOR: MONITORING AND EVALUATION REF NO: 18/25-26</u> Chief Directorate: Corporate Management Services Directorate: Strategic Management Services Job Purpose: To coordinate implementation of programmes monitoring and evaluation services.
<u>SALARY</u>	:	R896 436 per annum (Level 11), all-inclusive remuneration package
<u>CENTRE</u>	:	Head Office
<u>REQUIREMENTS</u>	:	Matric Certificate Diploma/Degree (NQF level 6) in Public Administration or Management/ Development Studies/Monitoring and Evaluation /Business Management or Administration/ Social Science/ Economics/ Statistics /Auditing as recognised by SAQA. minimum 3 year's relevant experience at Assistant Director level in monitoring and evaluation, strategic planning and reporting, or data analysis and research Valid Driver's Licence. Competencies/Knowledge/Skills: In-depth knowledge of National Evaluation Policy Framework , Department of Planning, Monitoring and Evaluation guidelines, National Evaluation Policy Framework, Operational Planning, Annual Performance Plan and Strategic Plan development processes, Framework for Managing Programme Performance Information, Public Finance Management Act, Public Audit Act , Statistics Act, Treasury Regulations, Public Service Act and Regulations, Quantitative and qualitative research methods, Financial Management, Communication, Policy interpretation and development, Facilitation, Report Writing, Analytical thinking and problem-solving, Computer Literacy, Change Management, Data Collection and analysis, Project Planning, Strategic planning.
<u>DUTIES</u>	:	Facilitate Auditor General and Provincial Audit on predetermine objectives and responses. Facilitate development of Departmental Annual report. Monitor implementation of Provincial M&E system. Coordinate monthly reporting of the Annual Performance Plan, SOPA, Makgotla Resolutions programme of Action and Budget Speech Commitments. Coordination of quarterly performance reviews and conduct verification of reported performance. Monitor implementation of Performance Framework. Facilitate development of Accounting Officer's report.
<u>ENQUIRIES</u>	:	Mr M Radebe Tel No: (018) 388 4456

<u>POST 44/224</u>	:	<u>DEPUTY DIRECTOR MUNICIPAL MONITORING & EVALUATION REF NO: 19/25-26</u> Chief Directorate: Cooperative Governance Directorate: Municipal Performance Reporting & Evaluation Systems Job Purpose: To coordinate implementation of municipal monitoring and evaluation services
<u>SALARY CENTRE REQUIREMENTS</u>	:	R896 436 per annum (Level 11), all-inclusive remuneration package Head Office Matric Certificate. Diploma/Degree (NQF level 6) in Local Government/Monitoring and Evaluation/Public Administration/Public Management /Statistics Management/Development Studies/Economics/ as recognized by SAQA. Minimum 3 years relevant experience at Assistant Director Level in Municipal Monitoring and Evaluation Valid Driver's Licence. Competencies/Knowledge/Skills: In-depth knowledge of Municipal Structure Act, Municipal Systems Act Municipal planning performance Municipal Monitoring and Evaluation Act, Municipal Finance Management Act, Division of Revenue Act, Public Service Act, Performance Management Framework, Public Finance Management Act, Financial Management, Statistics, Communication, Leadership, Policy interpretation and development, Facilitation, Report Writing, Conflict Management, Computer Literacy.
<u>DUTIES</u>	:	Facilitate implementation of municipal performance surveys. Facilitate implementation of Municipal Performance Assessment and Evaluations. Monitor state of local government. Facilitate implementation of municipal monitoring and evaluation process. Facilitate provision of municipal monitoring and evaluation capacity building programmes.
<u>ENQUIRIES</u>	:	Mr M Tladi Tel No: (018) 388 2312
<u>POST 44/225</u>	:	<u>TOWN & REGIONAL PLANNER (PRODUCTION) GRADE A REF NO: 14/25-26</u> Chief Directorate: Development & Planning Directorate: Municipal Development Planning Job Purpose: To facilitate implementation of Spatial planning and Land Use management programmes.
<u>SALARY CENTRE REQUIREMENTS</u>	:	R761 157 – R816 852 per annum, all-inclusive remuneration package, (OSD) Head Office Matric Certificate. Degree/BTech in Town and Regional planning/Urban and Regional Planning/Spatial planning (NQF level 7) as recognised by SAQA. 3 years post-qualification experience in Town and Regional Planning. Registration with SACPLAN is compulsory. Valid driver's licence. Competencies/Knowledge/Skills: In-depth knowledge of SPLUMA, SPLUMA operational communication, Municipal Systems Act, Municipal Finance Management Act, IDP alignment, Structural, geotechnical and transportation, Development Facilitation Act, National Development Plan, Environmental Management Act ,Rural and Urban development regulations, Title deed analysis and cadastral mapping, Land Tenure Systems, Geographical Information Systems, Property Law, Public service Act, Public Finance Management Act, Treasury Regulations, Strategic Planning, Programme and project management, Technical consulting, Financial Management, Public participation process, Communication, Leadership, Policy interpretation and development, Technical Report Writing, Planning, Computer Literacy, Facilitation skills.
<u>DUTIES</u>	:	Monitor development and review of Land Use Scheme. Monitor development and review Spatial Development frameworks. Review municipal assessment of town planning applications. Monitor implementation of municipal Town planning capacity building programmes. Monitor implementation of National and Provincial Spatial planning and Land Use Management.
<u>ENQUIRIES</u>	:	Mr. M Oagile Tel No: (018) 388 2329

**PROVINCIAL ADMINISTRATION: WESTERN CAPE
DEPARTMENT OF CULTURAL AFFAIRS AND SPORT**

- APPLICATIONS** : Only applications submitted online will be accepted. To apply submit your application online only: via <http://www.westerncape.gov.za/jobs> or <https://westerncapegov.erecruit.co>
- CLOSING DATE** : 26 January 2026
- NOTE** : Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to complete a practical assessment and attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00. you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert. Please ensure that you submit your application before the closing date as no late applications will be considered.

OTHER POSTS

- POST 44/226** : **PROJECT COORDINATOR YOUTH AND AFTER SCHOOL PROGRAMME**
OFFICE REF NO: CAS 45/2025
(3 Year Contract Position)

- SALARY** : R896 436 per annum (Level 11), (all-inclusive salary package)
- CENTRE** : Department of Cultural Affairs and Sport, Western Cape Government
- REQUIREMENTS** : An appropriate 3-year National Diploma/B-Degree (equivalent or higher qualification); A minimum of 3 years middle management level experience. Competencies: Knowledge of the following: Partnerships and project management; Constitutional, legal and institutional arrangements governing the South African public sector; Legislation, regulatory frameworks, policies and best practices that have a bearing on the line functions; Provincial policy development, and operational management, monitoring and review processes/practices; Strategy development and processes; Policies of the government of the day; Public communication, public education, public engagement, public finance, human resources and discourse management processes; Financial management processes, including a thorough understanding of the procurement and tendering processes, the PFMA, National and Provincial Treasury Regulations, and other relevant financial policies, prescripts, directives, and collective agreements; Human resource management processes and performance management in general; Labour Relations legislation and regulations; Provincial executive support systems and services; Modern systems of governance and administration as well as public service procedures, processes and systems; Good corporate governance norms and standards; Information systems that aid in the management of knowledge and information pertaining to the line function; Functioning of the province and the activities of sister departments/related functional areas; Regional and local political, economic and social affairs impacting on the provincial government of the Western Cape. Skills needed: partnership management; Ability to interpret and present complex data; Strong conceptual and formulation skills; Strong leadership skills with specific reference to the ability to display thought leadership in complex applications; Team building and strong interpersonal skills; Excellent communication skills(verbal and written); People management skills; Report writing skills; Numeracy; Literacy; Computer Literacy; Project Management; Accounting/Finance/ Audit. It will be advantageous to have a qualification at NQF level 7 or 8 as recognised by SAQA in Social Science or related field.

- DUTIES** : Manage and coordinate projects and partnerships in the Youth Service and After School Programme Sector; Build and review policy in the Youth Service and After School Programme sector; Build the capacity of the Youth Service and After School Programme sector; Plan and manage the work of and account for the overall performance of the component; People management; Financial Management.

- ENQUIRIES** : Ms J. Boule Tel No: (021) 483 6545

<u>POST 44/227</u>	:	<u>ADMINISTRATIVE OFFICER: YOUTH AND AFTER SCHOOL PROGRAMME OFFICE REF NO: CAS 43/2025</u> (3-Year Contract Position)
<u>SALARY</u>	:	R325 101 - R382 959 per annum (Level 07), plus 37% in lieu of benefits.
<u>CENTRE</u>	:	Department of Cultural Affairs and Sport, Western Cape Government
<u>REQUIREMENTS</u>	:	An appropriate 3-year National Diploma/B-Degree (equivalent or higher qualification); A minimum of 1 year experience rendering executive support functions to top management. Competencies: Knowledge in the following: People management administration; Administration; Public Finance Management Act; Public Sector. Skills needed: Computer Literacy; Written and verbal communication; Project Management; Planning and organising skills including the development and management of workflows; Report writing skills. It will be advantageous to have the following: Experience in the public sector; Experience in Youth Sector; A valid (Code B or higher) driving licence. NB: People with disabilities that restrict driving abilities, but who have reasonable access to transport, may also apply.
<u>DUTIES</u>	:	General administrative support; Financial administration; People management administration; Special projects and compliance reporting.
<u>ENQUIRIES</u>	:	Mr R Davids Tel No: (021) 483 9844
<u>POST 44/228</u>	:	<u>DATA ANALYST: YOUTH-SERVICE AND AFTER SCHOOL PROGRAMME SECTOR REF NO: CAS 44/2025</u> (3-Year Contract Position)
<u>SALARY</u>	:	R325 101 - R382 959 per annum (Level 07), plus 37% in lieu of benefits.
<u>CENTRE</u>	:	Department of Cultural Affairs and Sport, Western Cape Government
<u>REQUIREMENTS</u>	:	An appropriate 3-year National Diploma/B-Degree (equivalent or higher qualification) in Strategy Development, Management, Data Systems Development or Data Analysis; A minimum of 1year experience in the data field. Competencies: Knowledge of the following: Social Science; Information Sciences; Quantitative and qualitative analytical capability; Ability to perform the following: Interpret and present complex data and statistics for a non-technical audience (written, visually and verbally); Ability to work with people from diverse backgrounds; Skills needed: Organising and executing; Coping with pressures and setbacks; Written and verbal communication; Proven computer literacy; Programming and API development. It will be advantageous to have the following: Excellent Excel skills(pivot tables); A post graduate qualification; Experience working in the youth sector.
<u>DUTIES</u>	:	Data systems development and management including adapting and refining information systems and tools for data collection and management; Data management and analysis for both youth and beneficiary data including analysing data and identifying problems and potential solutions. This includes managing data capturing, merging of multiple data sets, analysis of results, analysis of trends and commentary on these to assist managers make evidence-based decisions; Building the capacity of partners and the admin team to support the data needs of the organization; Packaging data for presentations and decision making; Communications with stakeholders (internal and external) on data gathering, systems and analysis of data.
<u>ENQUIRIES</u>	:	Mr W Crawford Tel No: (021) 483 9844
<u>POST 44/229</u>	:	<u>ADMINISTRATION CLERK: YOUTH AND AFTER SCHOOL PROGRAMME OFFICE REF NO: CAS 42/2025</u> (3-Year Contract Position)
<u>SALARY</u>	:	R228 321 - R268 950 per annum (Level 05), plus 37%in lieu of benefits.
<u>CENTRE</u>	:	Department of Cultural Affairs and Sport, Western Cape Government
<u>REQUIREMENTS</u>	:	Grade 12 (Senior Certificate or equivalent qualification). Competencies: Good understanding of the following: Clerical duties, practices as well as the ability to capture data, operate computer and collecting statistics; Legislative framework governing the Public Service; Working procedures in terms of the working environment. Skills needed: Written and verbal communication; Planning and organising skills; People skills. It will be advantageous to have the following: Relevant experience; Experience in the public sector; Degree; A valid (Code B or higher) driving license. NB: People with disabilities that restrict driving abilities, but who have reasonable access to transport, may also apply.

- DUTIES** : General clerical support; Financial administration clerical support; Logistics support; Record keeping; People management administration; Special projects and compliance reporting.
- ENQUIRIES** : Mr R Davids Tel No: (021) 483 9844

DEPARTMENT OF ECONOMIC DEVELOPMENT AND TOURISM

- APPLICATIONS** : Only applications submitted online will be accepted. To apply submit your application online only: via <http://www.westerncape.gov.za/jobs> or <https://westerncapegov.erecruit.co>
- CLOSING DATE** : 26 January 2026
- NOTE** : All shortlisted candidates must make themselves available to be interviewed at a date, time and place as decided by the selection panel. Please ensure that you submit your application on or before the closing date as no late applications will be considered. The selection process will be guided by the EE targets of the employing department. Kindly note that technical support is only available from Monday to Friday from 8:00 to 16:00. Should you experience any difficulties with your online application you may contact the helpline at 0861 370 214. All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA directive on the implementation of competency-based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS Competency Assessment tools. The nominated candidate will be required to complete the Senior Management Pre-Entry Programme before they may be appointed into this post. The purpose of the Senior Management Pre-Entry Programme, which is a public service specific training programme applicable to all applicants who aspire to join the SMS, is to ensure that potential SMS members have a background on processes and procedures linked to the SMS. The duration of the online Pre-Entry Programme is 120 notional hours (15 days). Full details may be sourced by the following link: <https://www.thensg.gov.za/training-course/sms-preentryprogramme/> Furthermore, thanks to the huge public interest we receive many applications for our positions, and as such will not be able to respond personally to all applications. Therefore, should you not hear from us within 10 weeks from close of advert please consider your application unsuccessful.

MANAGEMENT ECHELON

- POST 44/230** : **DIRECTOR: CONNECTED BUSINESS REF NO: DEDAT 55/2025**
- SALARY CENTRE** : R1 266 714 per annum (Level 13), (all-inclusive salary package)
: Department of Economic Development and Tourism, Western Cape Government
- REQUIREMENTS** : Relevant Bachelor's Degree at NQF level 7 as recognised by SAQA; 5 years' middle/ senior managerial experience in a public or private sector environment; and 5 years' experience in managing multi-stakeholder partnerships involving government, private sector, and civil society. Competencies: Extensive knowledge of applicable policies and procedures ; Basic knowledge and understanding of information systems; Knowledge of management principles; Knowledge of the Public Service Regulatory Framework; Knowledge of people management practices and processes; Knowledge of Labour relations; Financial management.
- DUTIES** : Strategically leverage government broadband infrastructure to support business growth and development in the Western Cape and design and drive programmes in this regard; Develop and facilitate an incentive programme that will enable entrepreneurs to access the Broadband infrastructure and serve as an assessment instrument to measure the effectiveness of the broadband infrastructure for job creation in the Western Cape economy. Develop and facilitate the implementation of support programmes for NGO's within the ICT and related environment which aligns with the objectives of the Western Cape Broadband Initiative. Coordination of all relevant stakeholders and public relations functions related to the projects under supervision. Drive the development and implementation of the Directorate's strategic and project/

business plans. This includes the monitoring and evaluation and reporting functions. People and Financial Management of the Directorate.

ENQUIRIES : Mr Tim Parle Tel No: (021) 483 9406

DEPARTMENT OF ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING

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

CLOSING DATE : 26 January 2026

NOTE : Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to complete a practical assessment and attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00. you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert. Please ensure that you submit your application before the closing date as no late applications will be considered.

OTHER POSTS

POST 44/231 : **CONTROL ENVIRONMENTAL OFFICER: WASTE POLICY AND MINIMISATION REF NO: EADP 23/2025**

SALARY : Grade A: R612 480 per annum, (OSD as prescribed)

CENTRE : Department of Environmental Affairs and Development Planning, Western Cape Government

REQUIREMENTS : An appropriate 4-year B-Degree/Honours (equivalent or higher qualification) in natural or physical sciences, environmental science or engineering field or an equivalent qualification; A minimum of 6 years post qualification experience in the field of waste and/or pollution management. Competencies: Knowledge and experience in the following: Policy development, monitoring and evaluation of policy and implementation; International multilateral agreements; Environmental resource economics; Cleaner production; Working with environmental legislation, policies and regulations that includes waste management; Skills needed: Computer literacy in MS Office Package; Written and verbal communication; Ability to work independently and as part of a team.

DUTIES : General management and administration, assets administration, financial and human resource management; Coordinate, review and provide specialist comments and advice to organs of state and other stakeholders and provide inputs to the state of waste and municipal reports; Management of waste minimisation projects; Review policy instruments and management of the development and implementation of policies, legislation, guidelines, norms and standards; It will be advantageous to have the following: A valid (Code B or higher) driving license. NB: People with disabilities that restrict driving abilities, but who have reasonable access to transport, may also apply; Resource Economics knowledge or experience; Waste planning and minimisation; Impact management; Facilitation of public participation processes; Policy research and development; Awareness and capacity building w.r.t waste management; Managerial and administrative experience, that includes human resource management, financial management.

ENQUIRIES : Mr M Saliem Haider Tel No: (021) 483 2728

POST 44/232 : **CONTROL ENVIRONMENTAL OFFICER: AIR QUALITY PLANNING AND INFORMATION MANAGEMENT REF NO: EADP 26/2025**

SALARY : Grade A: R612 480 per annum, (OSD as prescribed)

CENTRE : Department of Environmental Affairs and Development Planning, Western Cape Government

REQUIREMENTS : An appropriate 4-year B-Degree/Honours (equivalent or higher qualification) in natural or physical sciences, environmental sciences or engineering field or an equivalent qualification; A minimum of 6 years post qualification relevant experience; A valid (Code B or higher) driving license. Competencies: Knowledge and understanding in the following: Environmental and/or air

	quality management systems, including integrated environmental management; Environmental legislation and policies, particularly relating to air quality management. Skills needed: Conflict Resolution / Time Management; Project Management and report writing skills; Planning, Financial and Human Resource Management; General Office / Administration: Supervisory and Mentoring, Budgeting and Financial Management; Excellent research and report writing skills, including the ability to analyse, interpret and respond to scientific and technical reports; Computer literacy in MS Office Package (Word, Excel, PowerPoint etc.); Ability to meet strict deadlines; Communication (written and verbal); Ability to work independently and as part of a team.
<u>DUTIES</u>	: Assist with the management of and provide strategic and specialist inputs on the development and administration of air quality management systems and policies (norms and standards, guidelines and air quality planning and information management); Support with the management of and contribute towards the development and implementation of air quality management planning and capacity building of staff, municipalities and industry; Management of and provide technical and subject specific comment and advice on technical reports (e.g., Air Quality reports, basic assessments, scoping and EIA's etc); Perform Financial and Human Resource Management, including general office management of the component; It will be advantageous to have the following: Specialist and technical knowledge and experience in integrated environmental management, particularly as it relates to air quality management processes and systems; Functional knowledge and experience in relevant environmental legislation and policies, particularly as it relates to Specific Environmental Management Acts promulgated in terms of the National Environmental Management Act; Functional knowledge and experience in integrated environmental management, particularly air quality management planning processes and/or activities as it relates to Specific Environmental Management Acts promulgated in terms of the National Environmental Management Act; Functional knowledge on related sectors/ fields, e.g. mining, agriculture, water, industry, spatial planning, town and regional planning, etc; Functional knowledge of strategic planning, and experience in human resource management, financial management requirements and relevant fiscal policies, regulations and legislation and administration procedures relating to the specific working environment; Functional knowledge of conflict management; Functional knowledge and experience in Project management; Willingness to travel.
<u>ENQUIRIES</u>	: Dr J Leaner Tel No: (021) 483 2888
<u>POST 44/233</u>	: <u>ENVIRONMENTAL OFFICER (SPECIALISED PRODUCTION): WASTE MANAGEMENT PLANNING REF NO: EADP 25/2025</u>
<u>SALARY CENTRE</u>	: R498 816 per annum, (OSD as prescribed) : Department of Environmental Affairs and Development Planning, Western Cape Government.
<u>REQUIREMENTS</u>	: Relevant Honours Degree in Natural or Physical Sciences, Environmental Sciences or Engineering or related fields; A valid (Code B) driving license. Competencies: Knowledge of the following: Waste Management; Environmental Monitoring and Auditing; Financial Management (basic); Legislation, regulations and policies regarding waste management and environmental management. Skills needed: Human resource management; Planning, Organising and Coordination; Sound interpersonal and communication skills (verbal and written), including report writing; Proven supervisory and mentoring skills; Data and information analysis – ability to interpret and analyse complex data and waste information (statistical); Computer literacy in MS Office Suite (strong preference for Microsoft Excel (PivotTables, advanced formulas) Word, PowerPoint, etc.); Teamwork - ability to work independently and to collaborate as part of a team; Facilitation – facilitate discussions (workshops/presentations); Research – conduct in-depth research; Problem solving – ability to resolve work related problems including complex datasets in developing solutions; Project Management - ability to plan, organise activities of projects, events.
<u>DUTIES</u>	: Administer the verification, validation, analysis and maintenance of waste information reported and captured on the Integrated Pollutant and Waste Information System (IPWIS); Manage the development and implementation of special projects and activities with regard to Information Management; Support and co-ordinate the exchange of data and the alignment of information systems

with other organs of state and the access of waste information; Support the co-ordination and facilitation of IPWIS capacity building to internal and external users; Provide specialist technical advice (comments) on complex technical scoping and environmental impact assessment reports and policy documents to organs of state and other stakeholders on integrated waste management; Assist with general office management i.e. Assist with the Financial and Human Resource Management and office administration; Provide specialised compliance promotion, monitoring and enforcement with respect to our statutory obligations (legislative framework); It will be advantageous to have the following: Experience in the environmental and waste field or the information management field; Candidate must be willing to travel; Experience in Environmental Management; Appropriate qualification that majors in Computer Sciences or Information Technology or Information Systems; Experience in the information management field; Extensive working experience in the environmental and waste field or the information management field; Candidate must be willing to travel; Experience in Environmental Management.

ENQUIRIES : Mr A Hoon Tel No: (021) 483 2712

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.

OTHER POSTS

POST 44/234 : **MEDICAL SPECIALIST GRADE 1 TO 3 (SUB-SPECIALITY: ALLERGOLOGY)**
(Contract Until 31 August 2026)

SALARY : Grade 1: R1 553 670 per annum
Grade 2: R1 773 222 per annum
Grade 3: R1 936 806 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 qualifications: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Sub-Specialist in Allergology. Registration with the Professional Council: Registration with the HPCSA as Medical Sub-Specialist in Allergology. Experience: **Grade 1:** None after registration with the HPCSA as a Medical Sub-Specialist in Allergology. **Grade 2:** A minimum of 5 years' appropriate experience as Medical Sub-Specialist in Allergology after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Sub-Specialist in Allergology. **Grade 3:** A minimum of 10 years' appropriate experience as Medical Sub-Specialist in Allergology after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Sub-Specialist in Allergology. Competencies (knowledge/skills): Clinical Skills required of an Allergist (e.g. Assessment, diagnosis and treatment of outpatients. Communication including report generation, letter writing, consultation in OPD setting. FCP (SA). Certificate of Allergology from the Colleges of Medicine South Africa.

DUTIES : Research. Teaching and Training/Supervision of Junior Staff. Clinical service provision at clinic level general allergy.

ENQUIRIES : Prof JG Peter Tel No: (021) 406-6889 or email: jonny.peter@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). Please ensure that you attach an updated CV. The pool of applications will be considered for vacancies within Groote Schuur Hospital, 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.

<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/235</u>	:	<u>MEDICAL SUB-SPECIALIST GRADE 1 TO 3 (MEDICINE: GASTROENTEROLOGY)</u>
<u>SALARY</u>	:	Grade 1: R1 553 670 per annum Grade 2: R1 773 222 per annum Grade 3: R1 936 806 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 Sub-Specialist in Gastroenterology. Registration with the professional council: Registration with the HPCSA as a Medical Sub-Specialist in Gastroenterology. Experience: Grade 1: None after registration with the HPCSA as a Medical Sub-Specialist in Gastroenterology. Grade 2: A minimum of 5 years' appropriate experience as Medical Sub-Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Sub-Specialist in Gastroenterology. Grade 3: A minimum of 10 years' appropriate experience as Medical Sub-Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Sub-Specialist in Gastroenterology. Inherent requirements of the job: Commuted overtime is compulsory. Emergency and after hour call cover for Medical Gastroenterology and General Medicine. Competencies (knowledge/skills): Clinical Skills required of a Medical Gastroenterologist i.e. assessment, diagnosis and treatment of both inpatient and outpatients. Proficiency in endoscopy, including but not limited to, gastroscopy, colonoscopy, ERCP, Endoscopic Ultrasound, Double Balloon Enteroscopy and associated endoscopic interventions. General medicine clinical skills. Ability to work in a team environment.
<u>DUTIES</u>	:	Active involvement and supervision of clinical research output. Management of clinic process, endoscopy flow and related areas. Communication including report generation and letter writing. Teaching and Training/Supervision and examination of medical students, junior doctors, medical registrars and senior registrars training in medical gastroenterology. -Clinical Service provision at both clinic and inpatient level.
<u>ENQUIRIES APPLICATIONS</u>	:	Prof D Levin Tel No: (021) 406-6422 or email: dion.levin@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. 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). -Please ensure that you attach an updated CV. -The pool of applications will be considered for vacancies within Groote Schuur Hospital, 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/236</u>	:	<u>MEDICAL SPECIALIST GRADE 1 TO 3 (ANAESTHETICS)</u>
<u>SALARY</u>	:	Grade 1: R1 341 855 per annum

	Grade 2: R1 531 032 per annum Grade 3: R1 773 222 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 Specialist in Anaesthesiology. Registration with the Professional Council: Registration with HPCSA as Medical Specialist in Anaesthesiology. Experience: Grade 1: None after registration with the HPCSA as Medical Specialist in Anaesthesiology. Grade 2: A minimum of 5 years' appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employees) as Medical Specialist in Anaesthesiology. Grade 3: A minimum of 10 years' appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employees) as Medical Specialist in Anaesthesiology. Inherent requirements of the job: Commuted overtime is compulsory. Competencies (knowledge/ skills): Proven record of effective leadership and organisational ability in clinical Anaesthesia and Perioperative Medicine. Comprehensive skills and experience in leadership, administration and management related to anaesthesia and peri-operative medicine. Computer literacy, good communication, analytic and problem-solving skills. Insight into challenges in Health Care in South Africa and Africa, and diversity, transformation and equity. Ability to function well in a team environment and a team player, with good inter-personal skills. Strong moral and ethical record in anaesthetic practice. Strong educational or teaching experience background in both the under and post-graduate domains. Willingness to participate in the CMSA exams. MMed in Anaesthesia. Research experience.
<u>DUTIES</u>	: The management of specialist anaesthetic patients within the Department and at related hospitals to Groote Schuur, Red Cross War Memorial Children's, New Somerset and Mowbray Maternity Hospitals. Provide comprehensive clinical services. Provide academic leadership in the areas of under - and postgraduate teaching, training and research. Provide comprehensive clinical services. Organise and contribute to the anaesthetic skills training courses. Manage and provide leadership to colleagues and contribute significantly to the administrative duties of the combined department including, assessments and performance management. Contribute to the administration and management of the department and provide outreach and support to referring institutions. Build and maintain Departmental team spirit and development.
<u>ENQUIRIES APPLICATIONS</u>	: Ms C Wyngaard Tel No: (021) 404-5004 : 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). Please ensure that you attach an updated CV. The pool of applications will be considered for vacancies within Groote Schuur Hospital, 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.
<u>CLOSING DATE</u>	: 12 December 2025
<u>POST 44/237</u>	: <u>SENIOR REGISTRAR (MEDICAL) (HEPATOLOGY)</u> (3 Year Contract)
<u>SALARY</u>	: R1 341 855 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 Specialist in Internal Medicine. Registration with the Professional

		Council: Registration with the HPCSA as Medical Specialist in Internal Medicine. Inherent requirements of the job: Commuted overtime is compulsory. Competencies (knowledge/skills): Completion of the logbook of Gastrointestinal and Hepatology technical procedures. Communication including report generation, letter writing, consultation. Effective and efficient administration. Facilitation of management system. MMED and FCP (SA) Qualification.
<u>DUTIES</u>	:	Clinical Service Provision. Participate in the teaching programmes of the Department at a level appropriate to training and experience. Presentations at conferences. Initiate and complete appropriate research project for MPhil in advanced Hepatology and Liver Transplantation. Undertake and complete College of Medicine examination for the Certificate Hepatology (CMSA). Effective and efficient administration of clinical records and patient reports. Teaching and Training/Supervision of Junior Staff. Clinical Governance and Administration. Assessment, diagnosis and treatment of inpatients and outpatients with acute and chronic liver diseases as well as liver transplant patients at a level appropriate for training and experience. Assessment, diagnosis and treatment of inpatients and outpatients with acute and chronic gastrointestinal diseases, including core endoscopy skills.
<u>ENQUIRIES</u>	:	Dr M Sonderup Tel No: (021) 404-6422 or email: mark.sonderup@uct.ac.za
<u>APPLICATIONS</u>	:	Applicants apply online: 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 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)". Appointment as Senior Registrar will be for a maximum contract period of 3 years. Senior 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 Senior Registrar will be on contract. Employees in service who opt to continue with their pension benefits as Senior Registrar, will be required to resign after completion of their registrarship should they not be successful for advertised Medical Sub-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 Senior 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. The pool of applications will be considered for vacancies within Groote Schuur Hospital, 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. Please ensure that you attach an updated CV. Preference will be given to SA citizens/permanent residents with a valid identity document. Senior Registrars will be required to register as post-graduates with Stellenbosch University/ University of Cape Town according to the yearbook and guidelines.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/238</u>	:	<u>PHARMACY SUPERVISOR GRADE 1</u> Cape Winelands Health District
<u>SALARY</u>	:	Grade 1: R1 001 349 per annum, (A portion of the package can be structured according to the individual's personal needs)
<u>CENTRE</u>	:	Wellington CDC, Drakenstein Sub-district
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic qualification accredited with the South African Pharmacy Council (SAPC) that allows registration with the SAPC as a Pharmacist. Registration with a professional council: Registration with the SAPC as a Pharmacist. Inherent requirements of the job: Valid Code (B/EB) drivers' license and willingness to travel in the sub-district. Willingness to work overtime when and if required. Experience: A minimum of 3 years' appropriate experience after registration as a Pharmacist with the South African Pharmacy

		Council (SAPC). Competencies (knowledge/skills): Computer literacy (MS Word, Excel, Power Point and Outlook). Sound Management, communication and conflict handling skills. Ability to work accurately under pressure and maintain a high standard of professionalism. Appropriate knowledge of National and Provincial Health Policies and the Pharmacy Act 53 of 1974.
<u>DUTIES</u>	:	Effective monitoring of pharmaceutical expenditure, implementation and evaluation of budgetary control measures. Manage the Chronic Dispensing Unit (CDU) and Private Provider processes. Ensure adherence to minimum standards for dispensing as well as accessibility to medication and pharmaceutical care to patients. Human Resource Management which includes disciplinary processes, performance management processes and staff development. Promotion of rational drug use and chairing of Sub-District Pharmacy and Therapeutic Committee Meetings.
<u>ENQUIRIES</u>	:	Dr R Gaffoor Tel No: (021) 877-6400
<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. Shortlisted candidates will be subject to a practical test and Competency test. The pool of applications will be considered for vacancies within Drakenstein Sub District, 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/239</u>	:	<u>MEDICAL SPECIALIST GRADE 1 TO 3 (RADIOLOGY)</u>
<u>SALARY</u>	:	Grade 1: R1 341 855 per annum Grade 2: R1 531 032 per annum Grade 3: R1 773 222 per annum (A portion of the package can be structured according to the individual's personal needs.)
<u>CENTRE</u>	:	Tygerberg Hospital, Parow Valley
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Specialist in Radiology. Registration with the professional council: Registration with the HPCSA as Medical Specialist in Radiology. Experience: Grade 1: None after registration with the HPCSA as a Medical Specialist in Radiology. Grade 2: A minimum of 5 years' appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Radiology. Grade 3: A minimum of 10 years' appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Radiology. Inherent requirements of the job: Valid (Code B/EB) driver's license, willingness and ability to travel. It will be expected of the successful candidate to participate in a system of remunerated commuted overtime and community outreach. Competencies (knowledge/skills): Ability to oversee and report on all radiological studies and procedures. Preferred special interest in musculoskeletal radiology. Work with a team of hospital clinicians to optimise patient services. Knowledge and understanding of relevant legislation, hospital procedures and policies. Excellent written and verbal communication skills.
<u>DUTIES</u>	:	Clinical imaging service provision in reporting and of all imaging modalities. Ensure maintenance of quality care standard in radiology services. Guide staff, teaching, training and supervision of staff. Efficient use of resources, manage assets, consumables and services effectively.
<u>ENQUIRIES</u>	:	Prof C Ackerman Tel No: (021) 938-5622
<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 with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration

	as Medical Specialist in Radiology with the relevant council (including individuals who must apply for change in registration status)".
<u>CLOSING DATE</u>	: 12 December 2025
<u>POST 44/240</u>	: <u>SENIOR REGISTRAR (MEDICAL) (INFECTIOUS DISEASES)</u> (2-Year Contract)
<u>SALARY</u>	: Grade 1: R1 341 855 per annum Grade 2: R1 531 032 per annum Grade 3: R1 773 222 per annum (A portion of the package can be structured according to the individual's personal needs.)
<u>CENTRE REQUIREMENTS</u>	: Tygerberg Hospital, Parow Valley Minimum educational qualification: Appropriate qualification that allows registration with the HPCSA as Medical Specialist in Internal Medicine. Registration with the professional council: Registration with the HPCSA as a Medical Specialist in Internal Medicine. Inherent requirements of the job: Valid (Code B/EB) driver's license. Commuted overtime is compulsory. Willingness to work after hours. The position will be full- time (40 hours per week). Registration with Stellenbosch University as a postgraduate student (MPhil ID). Competencies (knowledge/skills): Good communication skills. Experience in Infectious Diseases. Previous research experience. Infectious Diseases specific accredited courses attended e.g., PGDipID, DTM&H, HIV Dip.
<u>DUTIES</u>	: Successful completion of the MPhil (ID). Successful completion of the Cert ID (Phys) (SA) which includes all the logbook requirements of the College of Medicine. Participating fully in all activities of the division. Conducting research into infectious diseases prevalent in South Africa.
<u>ENQUIRIES APPLICATIONS</u>	: Prof JJ Taljaard Tel No: (021) 938-9645 or email: jjt@sun.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. Appointment as Senior Registrar will be for a maximum contract period of 2 years. It may become necessary to second/transfer staff to another hospital/institution during their period of training, in which case affected staff will be consulted prior to any decision being implemented. Senior Registrars will function across health facilities, as per an agreed programme. Should registration with the HEI as a student be discontinued for any reason the appointment as a Senior Registrar also discontinues. -Consideration will be given to existing employees who are already on higher salary packages to retain their existing salary position, as personnel. As such they are entitled to receive pay progression. Appointment as Senior Registrar will be on contract. Employees in service who opt to continue with their pension benefits as Senior Registrar, will be required to resign after completion of their senior registrar contract should they not be successful for advertised Medical Sub-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 Senior 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. Senior Registrars will be required to register as postgraduate students with Stellenbosch University 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 as Medical Specialist in Internal Medicine with the relevant council (including individuals who must apply for change in registration status)."
<u>CLOSING DATE</u>	: 12 December 2025
<u>POST 44/241</u>	: <u>ASSISTANT MANAGER: PHARMACEUTICAL SERVICES</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	: R1 093 611 per annum, (A portion of the package can be structured according to the individual's personal needs).

<u>CENTRE REQUIREMENTS</u>	:	Khayelitsha District Hospital
	:	Minimum educational qualification: Basic qualification accredited with the SA Pharmacy Council (SAPC) that allows registration with the SAPC as Pharmacist. Registration with the professional council: Registration with the SA Pharmacy Council as a Pharmacist. Experience: A minimum of 3 years' appropriate experience after registration as a Pharmacist with the SAPC. Inherent requirement of the job: Valid (Code B/EB) driver's license. Competencies (knowledge/skills): Leadership and management experience. Training and experience in Medicine Management. Strong leadership skills regarding management, organisation and strategic planning. Project management skills and Computer Literacy. Knowledge of the Acts pertaining to the practice of pharmacy and national and provincial health policies. Ability to cope under pressure and maintain a high standard of professionalism.
<u>DUTIES</u>	:	The overall management of pharmaceutical services in the Khayelitsha District Hospital and surrounding ecosystem. Strategic planning and implementation regarding pharmacy staff needs in the Khayelitsha District Hospital and surrounding ecosystem. Planning of pharmaceutical budget and monitoring of pharmaceutical expenditure in the Khayelitsha District Hospital. Monitor and evaluate the implementation of Pharmacy related National, Provincial and District policies in the Khayelitsha District Hospital and surrounding ecosystem. Monitor and evaluate the standard of pharmaceutical service delivery in the Khayelitsha District Hospital and surrounding ecosystem.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr AL Martin Tel No: (021) 360-4427
	:	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 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. Shortlisted candidates will be subjected to a written/practical and oral assessment.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/242</u>	:	<u>MEDICAL OFFICER: GRADE 1 TO 3 (GENERAL SURGERY)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R1 001 349 per annum Grade 2: R1 142 553 per annum Grade 3: R1 322 352 per annum (A portion of the package can be structured according to the individual's personal needs)
<u>CENTRE REQUIREMENTS</u>	:	Karl Bremer Hospital
	:	Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with the Professional Council: Registration with the Health Professional Council of South Africa (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 recognized foreign Health Professional Council in respect of foreign qualified employees, of whom is not required to perform Community Service as required in South Africa. Grade 2: A minimum of 5 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 6 years relevant experience after registration as Medical Practitioner with a recognized foreign Health 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 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 requirements of the job: Valid (Code B/EB) driver's license; willingness and ability to travel. Full commuted overtime (average 16 hours per week) is mandatory. Competencies (knowledge/skills): Ability to render a high quality general surgical service. Strong ethical principles with leadership, conflict resolution, organisational &

		counselling skills. Willingness and ability to teach at undergraduate and post graduate level Digital systems competency.
<u>DUTIES</u>	:	Clinical service delivery in general surgery, including management of surgical patients in the emergency centre, wards and outpatient department. Pre-operative, intra-operative and post operative care of surgical patients with surgical skills appropriate for the level of experience. Management of inpatient and outpatient referrals as well as after hour management of obstetrics and gynaecological patients. Clinical governance in the form of resource stewardship, accurate medical record keeping, morbidity & mortality reviews and case audits. Teaching & training activities at undergraduate and postgraduate level with participation in the departmental and hospital academic programs. -Systems input and participation within the Metro East Ecosystem: Contribution to improvement of internal systems within the general surgery service – both within the hospital and the Metro East ecosystem and participation in the wider functions of the general surgical service within the hospital, both clinical and administrative, where reasonable and feasible.
<u>ENQUIRIES</u>	:	Dr S le Roux Tel No: (021) 918-1733
<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 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). Candidates will be subjected to a practical assessment. The pool of applicants 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/243</u>	:	<u>REGISTRAR (MEDICAL) (OCCUPATIONAL MEDICINE)</u> (4-Year Contract Post)
<u>SALARY</u>	:	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).
<u>CENTRE</u>	:	Groote Schuur Hospital, Observatory
<u>REQUIREMENTS</u>	:	Minimum educational qualifications: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with the Professions Council: Registration with the HPCSA as a Medical Practitioner. Inherent requirements of the job: Registrars will be required to register as post-graduate students for the MMed (Occupational Medicine) with the University of Cape Town as applicable according to the requirements for the discipline in the yearbook and guidelines. Each Registrar will be working from Red Cross War Memorial Children's Hospital and Groote Schuur Hospital but will be required to work across the platform. Competencies (knowledge/skills): Effective leadership & interpersonal skills. Appropriate and sufficient clinical experience since obtaining the degree of MBChB and after completion of internship and community service. Knowledge, expertise and experience with regards to providing medical services in assessment, diagnosis and treatment of inpatients and outpatients. Previous research experience and publication is recommended. Post community service experience in a relevant clinical platform. A postgraduate diploma in occupational health.
<u>DUTIES</u>	:	Clinical Service Provision in the provincial Occupational Medicine referral service and the GSH Occupational Health Clinic. Effective Clinical Administration in patient records and compilation of patient reports. To conduct research and contribute to policy review and formulation in occupational health and safety. To train in the specialty of Occupational Medicine and to prepare for and complete the requirements that allow for registration as an Occupational Medicine specialist with the HPCSA. This includes the guidance and instruction of junior colleagues (medical students). To provide technical

	support in occupational health risk assessment and management of public sector healthcare facilities.
<u>ENQUIRIES</u>	: Mr N Benting Tel No: (021) 404-6367
<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 have to undergo profiling assessments prior to appointment. 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 for a maximum contract period of 4/5 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. 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. Please ensure that you attach an updated CV. Preference will be given to SA citizens/permanent residents with a valid identity document*. "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 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). The pool of applications will be considered for vacancies within Groote Schuur Hospital, 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.
<u>CLOSING DATE</u>	: 12 December 2025
<u>POST 44/244</u>	: <u>REGISTRAR (MEDICAL) (ANAESTHETICS)</u> (4-Year Contract Post)
<u>SALARY</u>	: 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).
<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 Practitioner. Registration with the Professional Council: Registration with the HPCSA as a Medical Practitioner. 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): Completion of FCA Part 1. Other appropriate Post-Graduate Medical Diploma, Certificate or Degree. Current certificate of ATLS/ACLS. Experience in Internal Medicine or critical care under supervision of a Specialist. Appropriate and sufficient clinical experience since obtaining the degree of MBChB and after completion of internal rotations. Experience in Anaesthesiology and Perioperative Medicine. Diploma in Anaesthesia (DA). Effective leadership & interpersonal skills. Knowledge and practical skills for safe regional and general anaesthesia. Knowledge & appropriate use of equipment.
<u>DUTIES</u>	: Provision of safe anaesthetic care to patients. Intensive Care Therapy. Pre-op assessment of patients and advice to surgeons regarding work up. Post-operative analgesia and recovery of patients from anaesthesia. Learn the art and science of anaesthesia practice and ICU Medicine. Learn critical skills required by an anaesthetist. Attend tutorials and assist with the training of interns, medical students, nursing staff and paramedics. Supervision in theatre/ICU and management of theatre lists/staff, especially after hours.

	Involvement in research/audits relating to anaesthesia, intensive care and pain management.
<u>ENQUIRIES</u>	: Email: Prof G Nethathe, gladness.nethathe@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. Please ensure that you attach an updated CV. The pool of applications will be considered for vacancies within Groote Schuur Hospital, 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. 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). 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." 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.
<u>CLOSING DATE</u>	: 12 December 2025
<u>POST 44/245</u>	: <u>REGISTRAR (MEDICAL) (OPHTHALMOLOGY)</u> (5-Year Contract Post)
<u>SALARY</u>	: 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).
<u>CENTRE</u>	: Groote Schuur Hospital, Observatory
<u>REQUIREMENTS</u>	: Minimum educational qualification: An appropriate qualification that allows for the registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner. Registration with the Professional Council: Registration with the HPCSA as a Medical Practitioner. Inherent requirement of the job: Commuted overtime is compulsory. Competencies (knowledge/skills): Ability to communicate effectively (verbal and written) with patients and colleagues. Ability to work well within a group at all levels of authority. An interest and commitment to service. Appropriate experience in the field with proficiency in basic cataract surgery. Clinical and surgical experience in Ophthalmology as a medical officer. Computer literate to facilitate patient care, research and administration. FC Ophth (SA) part 1A (Paper 1 and 2).
<u>DUTIES</u>	: Clinical Service Provision. Teaching and Training. Management and administration. -Research and Professional Development. To be responsible for the consulting room provisioning.
<u>ENQUIRIES</u>	: Prof N du Toit Tel No: (021) 404-5008
<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). 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. 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 pool of applications will be considered for vacancies within Groote Schuur Hospital, 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. Please ensure that you attach an updated CV. 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."
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/246</u>	:	<u>REGISTRAR (MEDICAL) (MEDICAL GENETICS)</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</u>	:	Tygerberg Hospital, Parow Valley
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner. Registration with the professional council: Registration with the HPCSA as a Medical Practitioner. Competencies (knowledge/skills): Computer literacy. Ability to work well within a diverse group including clinicians, counsellors and scientists. Commitment to learning all aspects of medical genetics Experience and interest in teaching medical genetics. Commitment to relevant research. Ability to communicate with patients and families. An interest in and commitment to counselling. Experience in a relevant clinical, scientific or counselling field.
<u>DUTIES</u>	:	The clinical service includes patient management (medical care and genetic counselling) for genetic and congenital disorders, and liaison with the genetics laboratories. Clinical management of patients and families with or at risk of birth defects and genetic disorders. Participation in teaching medical genetics at different levels (undergraduates and other health care personnel). Participation in outreach and support programmes as it relates to genetics services Competent quality of care including clinical administration and audit. Conduct medical genetic research.
<u>ENQUIRIES</u>	:	Prof S Moosa Tel No: (021) 938-9218 or e-mail: shahidamoosa@sun.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. An exciting opportunity exists for registrar training in the primary specialty of Medical

Genetics. This discipline applies clinical, genetic science, and genetic counselling principles to the management and prevention of genetic disorders and other birth defects. -Appointment as Registrar will be for a maximum contract period of 4 years. It may become necessary to second/transfer staff to another hospital/institution during their period of training, in which case affected staff will be consulted prior to any decision being implemented. Registrars will function across health facilities, as per an agreed programme. Should registration with the HEI as a student be discontinued for any reason the appointment as a Registrar also discontinues. Consideration will be given to existing employees who are already on higher salary packages to retain their existing salary position, as personal. As such they are entitled to receive pay progression. Appointment as Registrar will be on contract. 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 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 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)".

<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/247</u>	:	<u>REGISTRAR (MEDICAL) (GENERAL INTERNAL MEDICINE)</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</u>	:	Tygerberg Hospital, Parow Valley Tygerberg Hospital (X4 Posts) Worcester Regional Hospital (X1 Post)
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner. Registration with the professional council: Registration with the HPCSA as Medical Practitioner. Inherent requirements of the job: A valid (code B/EB) driver's license. Commuted overtime is compulsory. Emergency and after hour call cover. Each Registrar will be appointed in a specific training complex and will be required to work across the platform. Competencies (knowledge/skills): FCP(SA) Part 1 completed. Effective leadership & interpersonal skills. Appropriate and sufficient clinical experience since obtaining the degree of MBChB. Knowledge and practical skills. Experience in Internal Medicine.
<u>DUTIES</u>	:	Provision of safe medical care to patients in the Acute Medical Admissions and Emergency Unit, High Care Unit, Inpatient medical wards and Medical Outpatients department at Tygerberg Hospital and associated training hospitals. Provide clinical support to other medical and surgical disciplines at Tygerberg Hospital. Perform onsite after-hours duties as per call roster. Provide supervised medical care in sub-specialty medical disciplines as per training program roster. Supervise and support medical interns and medical officers providing medical care on the service platform. Attend teaching program activities, tutorials and assessments as part of the registrar training program. Assist with the training of interns, medical students, nursing staff and paramedics. Learn critical skills required of an Internal Medicine specialist. Involvement in research/audits relating to Internal Medicine.
<u>ENQUIRIES</u>	:	Dr N Schrueder Tel No: (021) 938-5731
<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. Appointment as Registrar will be for a maximum contract period of 4 years. It may become necessary to second/transfer staff to another hospital/institution during their period of training, in which case affected staff will be consulted prior to any decision being implemented. Registrars will function across health facilities, as per an agreed programme. Should registration with the HEI as a student be discontinued for any reason the appointment as a Registrar also discontinues. Consideration will be given to existing employees who are already on higher salary packages to retain their existing salary position, as personal. As such they are entitled to receive pay progression. Appointment as Registrar will be on contract. 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 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 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)".
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/248</u>	:	<u>MEDICAL OFFICER GRADE 1 TO 3 (PSYCHIATRY)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R1 001 349 per annum Grade 2: R1 142 553 per annum Grade 3: R1 322 352 per annum (A portion of the package can be structured according to the individual's personal needs).
<u>CENTRE</u>	:	Victoria Hospital
<u>REQUIREMENTS</u>	:	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 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. Competencies (knowledge/ skills): Ability to work in a team and with all levels of staff. Interest in developing an academic career.
<u>DUTIES</u>	:	To deliver comprehensive clinical psychiatric services to patients at Victoria Hospital with the aim of supplying primarily acute care and inpatient treatment. Facilitating referral for further care at the appropriate psychiatric hospital. To deliver safe, cost-effective and high-quality care at all times.

<u>ENQUIRIES</u>	:	Dr G Dunbar Tel No: (021) 799-1211, or email: graeme.dunbar@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. Shortlisted candidates may be subjected to a practical test. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status).
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/249</u>	:	<u>MEDICAL OFFICER GRADE 1 TO 3 (FORENSIC PATHOLOGY)</u> Chief Directorate: Emergency and Clinical Support Services
<u>SALARY</u>	:	Grade 1: R1 001 349 per annum Grade 2: R1 142 553 per annum Grade 3: R1 322 352 per annum, (A portion of the package can be structured according to the individual's personal needs.)
<u>CENTRE</u>	:	Forensic Medicine and Toxicology, Observatory Forensic Pathology Institute; Forensic Pathology Services
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate qualification that allows registration with the HPCSA as a Medical Practitioner. Registration with the professional council: Registration with the Health Professions Council of South Africa as a Medical Practitioner. Experience: Grade 1: None after registration as a Medical Practitioner with the HPCSA in respect of SA qualified employees. 1-year relevant experience after registration as a Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Grade 2: A minimum of 5 years' appropriate experience as a Medical Practitioner with the HPCSA in respect of SA qualified employees. 6 years' relevant experience after registration as a Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as is required in South Africa. Grade 3: A minimum of 10 years' appropriate experience after registration as a Medical Practitioner with the HPCSA in respect of SA qualified employees. 11 years' relevant experience after registration as a Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Inherent requirements of the job: Valid Code B/EB driver's license. Will be required to perform medico-legal autopsies in the examination of unnatural death admissions. Will be required to deliver expert testimony in court proceedings and provide opinions for Prosecutors. Knowledge of the functioning of a Forensic Pathology Department. Ability to do the Diploma in Forensic Pathology. Exposure to Post-mortems, autopsy work and dissection. Appropriate experience in trauma related cases. Competencies (knowledge/skills): Above average ability to communicate clearly and discreetly in person and in writing. Above average Computer and Software literacy. Administration skill. Ability to teach medical students, Forensic Pathology Officers and Medical staff. Ability and willingness to perform duties outside of normal working hours and away from base of employment. Good interpersonal skills including effective service delivery within a group situation at all levels of authority.
<u>DUTIES</u>	:	Perform Post-mortems at Medical Officer level, completion of investigations and documentation in relevant cases, and completion of Post-mortem reports in 12 weeks. Expert evidence in court related cases, and Forensic opinions as requested by the Department of Justice. Attendance of and examination of incident cases. Support to the Head: Clinical Unit and Medical Specialists in all aspects required. Guidance of Forensic Pathology Officers with regard to performance of Post-mortems. Assist with teaching and training of Medical, Criminal investigation and justice groups in medico-legal autopsies and related investigations.

<u>ENQUIRIES</u>	:	Dr IH Alli, email: lekram.Alli@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 will be subjected to security clearance, qualification clearance, criminal records, credit records and previous employment checks prior to appointment. Candidates may have to undergo profiling assessments prior to appointment. Shortlisted candidates will be subjected to a practical test. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable 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). The pool of applicants will be considered for vacancies within Forensic Medicine and Toxicology, Observatory Forensic Pathology Institute 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/250</u>	:	<u>MEDICAL OFFICER GRADE 1 TO 3 (FORENSIC PATHOLOGY)</u> (6 Month Contract) Chief Directorate: Emergency and Clinical Support Services
<u>SALARY</u>	:	Grade 1: R1 001 349 per annum Grade 2: R1 142 553 per annum Grade 3: R1 322 352 per annum (A portion of the package can be structured according to the individual's personal needs.)
<u>CENTRE REQUIREMENTS</u>	:	Forensic Medicine and Toxicology, Observatory Forensic Pathology Institute Minimum educational qualification: Appropriate qualification that allows registration with the HPCSA as a Medical Practitioner. Registration with the professional council: Registration with the Health Professions Council of South Africa as a Medical Practitioner. Experience: Grade 1: None after registration as a Medical Practitioner with the HPCSA in respect of SA qualified employees. 1-year relevant experience after registration as a Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Grade 2: A minimum of 5 years' appropriate experience after registration as a Medical Practitioner with the HPCSA in respect of SA qualified employees. 6 years' relevant experience after registration as a Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Grade 3: A minimum of 10 years' appropriate experience after registration as a Medical Practitioner with the HPCSA in respect of SA qualified employees. 11 years' relevant experience after registration as a Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Inherent requirements of the job: Valid Code B/EB driver's license. Will be required to perform medico-legal autopsies in the examination of unnatural death admissions. Will be required to deliver expert testimony in court proceedings and provide opinions for prosecutors. Knowledge of the functioning of a Forensic Pathology Department. Ability to do the Diploma in Forensic Pathology. Exposure to Post-mortems, autopsy work and dissection. Appropriate experience in trauma related cases. Competencies (knowledge/skills): Above-average ability to communicate clearly and discreetly in person and in writing. Above-average computer and software literacy. Administration skill. Ability to teach Medical students, Forensic Pathology Officers and Medical Staff. Ability and willingness to perform duties outside of normal working hours and away from base of employment. Good interpersonal skills including effective service delivery within a group situation at all levels of authority.
<u>DUTIES</u>	:	Perform post-mortems at Medical Officer level, completion of investigations and documentation in relevant cases, and completion of post-mortem reports

in 12 weeks. Expert evidence in court related cases, and Forensic opinions as requested by the Department of Justice. Attendance of and examination of incident cases. Support to the Head: Clinical Unit and Medical Specialists in all aspects required. Guidance of Forensic Pathology Officers with regard to performance of post-mortems. -Assist with teaching and training of Medical, Criminal investigation and Justice groups in medico-legal autopsies and related investigations.

ENQUIRIES : Dr IH Alli, email: lekram.Alli@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 will be subjected to security clearance prior to appointment. Candidates may have to undergo profiling assessments prior to appointment. Candidates will be subjected to a practical test. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for this first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for vacancies within Forensic Medicine and Toxicology, Observatory Forensic Pathology Institute, 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 : 12 December 2025

POST 44/251 : **MEDICAL OFFICER GRADE 1 TO 3 (X2 POSTS)**
 Central Karoo District

SALARY : Grade 1: R1 001 349 per annum
 Grade 2: R1 142 553 per annum
 Grade 3: R1 322 352 per annum
 (A portion of the package can be structured according to the individual's personal needs.)

CENTRE : Beaufort West Hospital (one will be stationed at Murraysburg Hospital)
REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professional Council of South Africa (HPCSA) as Medical Practitioner. Registration with the professional council: Registration with the HPCSA as a Medical Practitioner. Experience: **Grade 1:** None after registration as Medical Practitioner with HPCSA in respect of SA qualified employees. 1-year relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of who is not required to perform Community Service as required in South Africa. **Grade 2:** A minimum of 5 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 6 years relevant experience after registration as a medical practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of who 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 a medical practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of who is not required to perform Community Service as required in South Africa. Inherent requirements of the job: Accredited Continued Professional Development as prescribed by the Medical and Dental Board of the HPCSA. Valid Driver's license (Code B/EB). Willingness to work after-hours duties, including nights, weekends, and public holidays when needed. Willingness to travel and support other facilities in the district. Competencies (knowledge/skills): Good interpersonal relations, leadership and communication skills (verbal and written). Computer literacy (MS Word, Excel and PowerPoint). Will be required to work on HECTIS, SPV, ECCR, iPlan, ECM programs Ability to work independently and in a multi-disciplinary team. Independent and effective decision making. Demonstrate clinical leadership

qualities, motivating and leading junior staff. Knowledge of patient rights and responsibilities as well as the PAWC Code of Conduct. Good writing skills to write and interpret complex reports. Advanced skills to examine, diagnose and treat patients and carry out appropriate procedures. Must be able to manage a wide range of medical emergencies, paediatric emergencies, general, trauma-medicine and obstetrics. Knowledge to manage social-, emotional- and psychological needs of patients and family. Knowledge of costs to ensure cost-effective quality service.

DUTIES

: Primary duties include providing primary and emergency medical care for acute and chronic conditions which also include management of maternal conditions and ensuring prompt and effective management and referral of various health issues encountered at Murraysburg hospital, Local clinics, and satellite clinics. The role involves conducting detailed examinations to accurately diagnose and manage a wide range of health conditions, alongside prescribing and administering appropriate treatments, medications, and therapies. The medical officer will provide clinical supervision and training to junior doctors, including undergraduate students and community service doctors, enhancing their professional development and adherence to clinical standards. The role is pivotal in promoting health and preventing disease through patient and community education. Administrative responsibilities include compliance with record-keeping practices, completion of mental health care user documents, participating in morbidity and mortality meetings, reviewing patient safety incidents, and ensuring timely completion of medico-legal documentation, including death certificates. The medical officer will also implement and monitor compliance with IDEAL hospital standards to promote clinical governance and high-quality healthcare services. The duties will involve active participation in multidisciplinary team meetings to enhance patient management and care integration across various health disciplines, along with referral processes. Evidence-based practices in clinical care will be promoted and applied to improve patient outcomes. Ethical behavior, professional development, and support to clinical manager.

ENQUIRIES APPLICATIONS

: Dr EM Human Tel No: (023) 414 - 8200
: 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 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). The pool of applications will be considered for vacancies within Central Karoo District, 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

: 12 December 2025

POST 44/252

: **MEDICAL OFFICER GRADE 1 TO 3 (SURGERY)**
Chief Directorate: Rural Health Services

SALARY

: Grade 1: R1 001 349 per annum
Grade 2: R1 142 553 per annum
Grade 3: R1 322 352 per annum
(A portion of the package can be structured according to the individual's personal needs.)

CENTRE REQUIREMENTS

: Worcester Regional Hospital
: Minimum educational qualification: Appropriate qualification that allows registration with the Health Professional Council of South Africa (HPCSA) as Medical Practitioner. Registration with the professional council: Registration with the Health Professional Council of South Africa (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 who 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 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 requirements of the job: Participate in the after-hours call system. Competencies (knowledge/skills): Proven experience in principles of planning, organizing and implementation. Proven knowledge of public health policies, guidelines and related prescript to manage resources effectively. Competent and willing to work across disciplines if required. Knowledge and skills in urology will be an added advantage.

DUTIES : Ensure an efficient and cost-effective clinical service of high quality with a patient centered focus and addressing the burden of disease in the Worcester healthcare ecosystem. Ensure compliance by means of maintaining high quality clinical records. Financial management by effective and efficient use of resources. Adhere to requirements for all HR matters and Code of Conduct.

ENQUIRIES : Dr R Duvenage Tel No: (023) 348-1207
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 subjected to a practical test. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for vacancies within Worcester Regional Hospital 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 : 12 December 2025

POST 44/253 : **MEDICAL OFFICER: GRADE 1 TO 3 (ANAESTHESIA)**
 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
 (A portion of the package can be structured according to the individual's personal needs)

CENTRE : Karl Bremer Hospital
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 Health Professional Council of South Africa (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 recognized foreign Health Professional Council in respect of foreign qualified employees, of whom is not required to perform Community Service as required in South Africa. **Grade 2:** A minimum of 5 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 6 years relevant experience after registration as Medical Practitioner with a recognized foreign Health 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 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 requirements of the job: Valid (Code B/EB) driver's license; willingness and ability to travel. Full commuted overtime is mandatory. Competencies (knowledge/skills): Ability to render high quality Anaesthesia service and appropriate experience in Anaesthesia at District level – including level 1 and 2 Obstetrics. Strong ethical principles, relevant clinical & counselling skills, computer literacy, interpersonal skills, conflict resolution skills and teaching & training skills at undergraduate and post graduate level. Excellent clinical expertise and clinical governance. Team ethos, good leadership, communication, interpersonal, analytical and problem-solving skills.

DUTIES

: Clinical service delivery in Anaesthesia, including pre-operative assessments, general, regional & local anaesthesia, in-patient referrals for risk assessments and selected relevant procedural interventions in the wards and the Emergency Center. Clinical governance in the form of resource stewardship, accurate medical record keeping, morbidity & mortality reviews and case audits. Teaching and training activities, including supervision of junior doctors and participation in the hospital academic program. Systems input and participation within the Metro East Ecosystem: Contribution to improvement of internal systems within the Anaesthesia service – both within the hospital and the Metro East ecosystem. Participation in the wider functions of the Anaesthesia service within the hospital, both clinical and administrative, where reasonable and feasible.

ENQUIRIES APPLICATIONS

: Dr S le Roux Tel No: (021) 918 1733
: 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 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). Candidates will be subjected to a practical assessment. The pool of applicants 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

: 12 December 2025

POST 44/254

: **MEDICAL OFFICER GRADE 1 TO 3 (TRAUMA AND EMERGENCY)**

SALARY

: Grade 1: R1 001 349 per annum
Grade 2: R1 142 553 per annum
Grade 3: R1 322 352 per annum
(A portion of the package can be structured according to the individual's personal needs.)

CENTRE REQUIREMENTS

: Tygerberg Hospital, Parow Valley
: Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner. Registration with the 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 requirements of the job: Willingness to work commuted overtime (compulsory). Competencies (knowledge/skills): Ability to render high quality emergency care for Primary Tertiary and Secondary trauma adult and paediatric patients. Ability to render high quality teaching and training in emergency medicine and trauma to junior (community service) medical officers, interns and medical students. Ability to communicate effectively. Able to work in an integrated multi-disciplinary team under pressure in a high-volume high stress environment. Basic computer literacy, administrative and IT skills. Completion of community service, and appropriate and sufficient experience in the evidence-based emergency management of acutely unwell and injured patients. Evidence of completion of Basic Life Support (BLS) and Advanced Cardiovascular Life Support (ACLS)/ Advanced Trauma Life Support (ATLS), or DipPEC.

<u>DUTIES</u>	:	Clinical services: effective and efficient patient management, clear documentation, evidence-based approach to patient management. Leadership: teaching undergraduate students, interns and community service medical officers, team management, floor management. Willingness to participate in audits, research and quality improvement projects. Professionalism: administration, work ethic, communication (written and verbal).
<u>ENQUIRIES</u>	:	Dr H Lategan, email: hendrickjlategan@sun.ac.za or Dr E Erasmus email: elaine.erasmus@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. "Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)".
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/255</u>	:	<u>FACILITY MANAGER (PRIMARY HEALTH CARE)</u> Overberg District
<u>SALARY</u>	:	R896 436 per annum, (A portion of the package can be structured according to the individual's personal needs).
<u>CENTRE</u>	:	Grabouw CHC, Theewaterskloof Sub-District
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate 3-year National Diploma/Degree. Experience: Appropriate experience in a Managerial position in an NGO, private organisation or public sector. Inherent requirements of the job: Valid code (B/EB) driver's license. Competencies (knowledge/skills): Proven leadership skills. Good interpersonal and people management skills. Knowledge of Public sector legislation. Computer literacy (MS Office). Health sector experience. Good communication and organizational skills.
<u>DUTIES</u>	:	General, operational and strategic management of a Community Health Centre, related service in the drainage area and implementation of the prescribed package of service. Strategic, operational planning, implementation of operational plans and quality assurance programmes and monitoring and evaluating thereof. Sound Financial, Supply Chain Management, Facility Management and People Management. Plan and co-ordinate the provision of support service systems that will enhance the quality of care. Ensure a high level of client satisfaction through the effective planning and implementation of local center operations and good communications with internal and external customers. Information and data management. Stakeholder engagement.
<u>ENQUIRIES</u>	:	Dr T Pillay Tel No: (028) 814-3700
<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 competency assessment. The pool of applications will be

		considered for vacancies within Overberg District, 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/256</u>	:	<u>PHARMACIST GRADE 1 TO 3</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R848 862 per annum Grade 2: R917 634 per annum Grade 3: R1 001 349 per annum (A portion of the package can be structured according to the individual's personal needs).
<u>CENTRE REQUIREMENTS</u>	:	Karl Bremer Hospital
	:	Minimum educational qualification: Appropriate qualification that allows registration with the with the South African Pharmacy Council (SAPC) as a Pharmacist. Registration with the Professional Council: Registration with the South African Pharmacy Council as a Pharmacist. Experience: Grade 1: None after registration as a Pharmacist with the SAPC in respect of SA-qualified employees. 1 year relevant experience after registration as a pharmacist with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform community service as required in South Africa. Grade 2: A minimum of 5 years' appropriate experience after registration as a Pharmacist with SAPC in respect of SA-qualified employees. 6 years relevant experience after registration as a pharmacist with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform community service as required in South Africa. Grade 3: A minimum of 13 years relevant experience after registration as a Pharmacist with the SAPC in respect of SA-qualified employees. 14 years of relevant experience after registration as a pharmacist with a recognized foreign Health Professional Council in respect to foreign qualified employees, of whom it is not required to perform community service as required in South Africa. Inherent requirements of the job: Valid driver's license. Willingness to perform after-hours duties when required. Competencies (knowledge/skills): Knowledge of the Acts about the practice of pharmacy and national and provincial health policies. Knowledge, insight, and previous similar experience in a Departmental Hospital or Primary Health Care Setting. Ability to cope under pressure and maintain a high standard of professionalism.
<u>DUTIES</u>	:	Effectively manage pharmaceutical stock through effective ordering, receipt, control, and provision of stock, including its safe disposal. Ensure quality provision of pharmaceutical care by adhering to policies and guidelines outlined by the South African Pharmacy Council, National Drug Policy, and national and provincial treatment guidelines. Effectively manages the human resources, finances, and administrative aspects relating to the clinic pharmacy. Effectively promote rational drug use and antibiotic stewardship. Ensure the clinic's pharmacy's compliance with relevant legislation and adherence to good pharmacy practice.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr E Wajoodien Tel No: (021) 918-1404
	:	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 do not have 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 to candidates 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)". The pool of applicants 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. Candidates will be subjected to a written/practical, and oral assessment.
<u>CLOSING DATE</u>	:	12 December 2025

<u>POST 44/257</u>	:	<u>COUNSELLOR GRADE 1 TO 3 (MENTAL HEALTH)</u> West Coast District
<u>SALARY</u>	:	Grade 1: R712 599 per annum Grade 2: R811 662 per annum Grade 3: R916 437 per annum (A portion of the package can be structured according to the individual's personal needs).
<u>CENTRE REQUIREMENTS</u>	:	Saldanha Sub-district Minimum educational qualification: Appropriate qualification that allows registration with the health professions Council of South Africa as a Registered Counsellor. Registration with the Professional Council: Registration with the HPCSA as a registered counsellor. Experience: Grade 1: None after registration with the Health Professions Council of South Africa as a Registered Counsellor. Grade 2: A minimum of 8 years appropriate experience as a Counsellor after registration with Health Professional Council (HPCSA) as Counsellor. Grade 3: A minimum of 16 years appropriate experience as a Counsellor after registration with Health Professional Council (HPCSA) as Counsellor. Inherent requirements of the job: Valid (Code B/EB) driver's license. Willingness to travel in the Sub-district/ District to consult clients, attend and conduct meetings and training sessions. Competencies (knowledge/skills): Knowledge and/or experience in counselling, psychometric assessments and identification of mental health challenges. Knowledge and application of regulations, policies and procedures relevant to health programs. Ability to think strategically and analytically, as well as the ability to interpret and implement policies and guidelines. Able to work independently and in a team, good presentation skills and computer literacy (i.e. MS Word, PowerPoint and Excel).
<u>DUTIES</u>	:	(Providing preventative and developmental counselling services and psychological interventions including psychological screening aimed to promote enhanced mental well-being. Perform all required administrative tasks related to clinical service delivery including report writing and providing feedback to clients/supervisor(s) on interventions. Plan, implement and manage projects and events with cost effective monitoring of resources by liaising in close collaboration with the Multi-Disciplinary Teams and Multisectoral teams on any support needed for projects. Participate in continuous professional development activities of self and others by attending required trainings and give feedback about the training to help improve Mental Health Services. Provide supervision and mentoring and support to lay counsellors and CHW's and attend regular clinical supervision engagements.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms A Louw Tel No: (022) 709-5057 Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a competency test. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. The pool of applications will be considered for vacancies within Saldanha Sub-District, 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/258</u>	:	<u>REGISTERED COUNCILLOR GRADE 1 TO 3 (X2 POSTS)</u> Cape Winelands Health District
<u>SALARY</u>	:	Grade 1: R712 599 per annum Grade 2: R811 662 per annum Grade 3: R916 437 per annum (A portion of the package can be structured according to the individual's personal needs)
<u>CENTRE</u>	:	Drakenstein Sub-district (X1 Post) Breede Valley Sub-district (X1 Post)

<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa as a Registered Counsellor. Registration with a professional council: Registration with the HPCSA as a Registered Counsellor. Experience: Grade 1: None after registration with the Health Professions Council of South Africa as a Counsellor. Grade 2: A minimum of 8 years appropriate experience as a Counsellor after registration with Health Professional Council (HPCSA) as a Counsellor. Grade 3: A minimum of 16 years appropriate experience as a Counsellor after registration with Health Professional Council (HPCSA) as a Counsellor. Inherent requirements of the job: Valid (Code B/EB) driver's license. Willingness to travel in the sub-district/district to consult clients and attend meetings and training sessions. Competencies (knowledge/skills): Proven counselling skills with individuals and groups; set up of evidence-based community interventions; knowledge and/or experience in psychometric assessments, identification of mental health challenges and provide training. Work within your professional scope of practice. Refer appropriately. Knowledge and experience in providing mentoring and supervision of other lay health workers. Able to work independently and in a team, demonstrate good presentation skills; the ability to conduct training; Good intra- and interpersonal skills, maintenance of good professional relations, effective conflict resolution and to be adaptable and innovative in a high-pressured environment. Computer literacy (i.e. MS Word, PowerPoint and Excel).
<u>DUTIES</u>	:	Providing preventative and developmental counselling services to children, adults, couples and families including mental health screening of all patients, psychoeducation and mental health promotion. Performing supportive psychological interventions to enhance mental well-being on an individual basis, group basis and at community level. Work within the multidisciplinary team and form part of the sub district and district mental health teams. Report writing and providing feedback to clients/supervisor(s) on interventions. Perform clinical administrative duties as keep accurate statistics and conduct training and workshops. Provide supervision, mentoring and support to lay health worker and attend regular clinical supervision.
<u>ENQUIRIES</u>	:	Drakenstein Sub-district - Ms S Raynardt/Dr R Gaffoor Tel No: (021) 877-6400 Breede Valley Sub-district – Ms L Phillips-Losch Tel No: (023) 348-8154
<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. Shortlisted candidates may be required to do a practical test. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. -This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applications will be considered for vacancies within Drakenstein- and Breede Valley Sub-district, 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/259</u>	:	<u>OPERATIONAL MANAGER NURSING (SPECIALTY: MATERNITY, MOU)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R693 096 per annum
<u>CENTRE</u>	:	Hanover Park Community Health Centre
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. Diploma/Degree in Nursing) or equivalent qualification that allows registration with the South African Nursing (SANC) Council as Professional Nurse and Midwife. Post-basic qualification with a duration of at least one year in Advanced Midwifery and Neonatal Science accredited with the SANC. Registration with the professional council: Registration with SANC as Professional Nurse and Midwife. Experience: A minimum of 9 years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience after obtaining the one-

	year post basic qualification in Advanced Midwifery and Neonatal Nursing Science. Inherent requirements of the job: A valid driver's license (Code B/EB). Competencies (knowledge/skills): Demonstrate in-depth knowledge of Nursing and public service legislation. Knowledge of Human Resource and Financial policies. Computer literacy (MS Word and Excel).
<u>DUTIES</u>	: The appointed candidate must provide holistic, quality pre-natal, obstetrics and neonatal care within standards (Ideal CHC) and legal framework. Personnel matters including supervision, Performance Management, Code of Conduct, Disciplinary matters. Participate in community involvement, stakeholder management. Effective management of support services which include information management wrt data collection, verification, data quality reports.
<u>ENQUIRIES</u>	: Ms E Diniso Tel No: (021) 692-4972
<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 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. Candidates will be subjected to a written/practical, and oral assessment.
<u>CLOSING DATE</u>	: 12 December 2025
<u>POST 44/260</u>	: <u>CLINICAL PSYCHOLOGIST GRADE 1 TO 3 (5/8TH POST)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	: Grade 1: R545 442 (5/8th) per annum Grade 2: R634 191 (5/8th) per annum Grade 3: R734 280 (5/8th) per annum (A portion of the package can be structured according to the individual's personal needs.)
<u>CENTRE</u>	: Lentegour Hospital
<u>REQUIREMENTS</u>	: Minimum educational qualification: Appropriate qualification that allows for the required registration with the Health Professions Council of South Africa as a Clinical Psychologist. Registration with the professional council: Registration with the HPCSA as a Clinical Psychologist. Experience: Grade 1: None after registration as with the HPCSA as a Psychologist in respect of RSA qualified employees. 1 Year relevant experience after registration with the HPCSA as a Psychologist 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 8 years relevant experience after registration with the HPCSA as Psychologist in respect of RSA qualified employees. Minimum of 9 years relevant experience after registration with the HPCSA as Psychologist 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 16 years relevant experience after registration with the HPCSA as Psychologist in respect of RSA qualified employees. A minimum of 17 years relevant experience after registration with the HPCSA as Psychologist in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Inherent requirements of the job: Will be required to perform after hour duties, including weekends and Public Holidays as operational needs so demand. Valid drivers' license. Competencies (knowledge/skills): Experience with mental health care users in both in and outpatient clinical settings and management of such services. The teaching, and training of intern psychologists. Ability to apply highly developed interpersonal and reflexive capacities in diverse settings in the workplace. Appropriate experience in health services and in particular child and adolescent mental health.
<u>DUTIES</u>	: To deliver and evaluate a comprehensive psychological service to mental health care users at Lentegour Hospital. To provide consultation to other health professionals, DSD and WCED. To provide and engage in training initiatives. To engage in ongoing professional development.
<u>ENQUIRIES</u>	: Dr M Lappeman Tel No: (021) 370-1326
<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. Shortlisted candidates will be subjected to a written/practical and oral assessment. 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. -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)". The pool of applications will be considered for vacancies within the 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."

<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/261</u>	:	<u>OPERATIONAL MANAGER NURSING GRADE 1 (GENERAL UNIT: NEURO CLINIC O)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R549 192 per annum
<u>CENTRE</u>	:	Stikland Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Psychiatry. Registration with a professional council: Current registration with the SANC as a Professional Nurse and Psychiatry. Experience: A minimum of 7 years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirements of the job: A valid (Code B/EB) driver's license. 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): 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>	:	Provide leadership, management, governance and supervision of nursing services. Ensure the provision of optimal, holistic nursing care within the parameters of professional, legal and ethical practices. Effectively manage human and financial resources with emphasis on compliance of policies, practice and protocols. Ensure effective adherence to quality improvement strategies in the execution of quality nursing care and clinical governance. Provide effective management support to nursing services, hospital management including afterhours coverage and night duty.
<u>ENQUIRIES</u>	:	Ms. S Fredericks Tel No: (021) 940-4424
<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 written/practical and oral assessment.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/262</u>	:	<u>ULTRASOUND RADIOGRAPHER GRADE 1 TO 3 (RADIOLOGY) (X2 POSTS)</u> Chief Directorate: Rural Health Services
<u>SALARY</u>	:	Grade 1: R491 256 per annum Grade 2: R575 250 per annum Grade 3: R676 716 per annum
<u>CENTRE</u>	:	Worcester Regional Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) in Ultrasound Radiography. Registration with the professional council: Registration with the HPCSA as a Radiographer in Ultrasound Radiography. Experience: Grade 1: None after registration with the HPCSA as a Radiographer in Ultrasound Radiography in respect of South African qualified employees. 1-year relevant experience after registration with the HPCSA in the

relevant profession (where applicable) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** A minimum of 10 years relevant experience after registration with the HPCSA as a Radiographer in Ultrasound Radiography in respect of South African qualified employees. A Minimum of 11 years relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 3:** A minimum of 20 years relevant experience after registration with the HPCSA as a Radiographer in Ultrasound Radiography in respect of South African qualified employees. A minimum of 21 years relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Inherent requirements of the job: Valid (Code B/EB) driver's license. Ability and willingness to be available for emergencies/mass incidents. Competencies (knowledge/skills): Comprehensive sonography education and extensive hands-on experience, demonstrating a strong commitment to professional growth and lifelong learning through advanced education, research, and staff training. A thorough understanding of human anatomy and physiology is required, along with knowledge of disease pathologies as they relate to sonographic findings. Perform cranial, abdominal, vascular, musculoskeletal, obstetrics and gynaecology ultrasound. A commitment to ethical practice, maintaining patient confidentiality, a professional demeanour, and the capacity to manage stressful situations calmly are essential. Strong abilities to interact effectively with both patients and medical staff, clearly explaining technical information and collaborating on patient care. Understanding of basic computer programs and the use of reporting systems.

<u>DUTIES</u>	:	Provide a sonography service to support the general specialist disciplines in Worcester Hospital and surrounding Geographical Service Area. Provision of patient centered ultrasound service by adhering to departmental protocols, procedures and professional conduct. Providing management of ultrasound services while producing Ultrasound imaging, reporting and statistics. Effective and efficient operational management of the sonography service within the Radiography department, including Human Resource Management, Finances and Asset Management where applicable. Support to managers and colleagues which provides effective interdepartmental communication. Adhering to self-development and training of students.
<u>ENQUIRIES</u>	:	Ms EM Dreyden Tel No: (023) 348-1129
<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. Shortlisted candidates will be subjected to a practical test. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for vacancies within Worcester Regional Hospital 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/263</u>	:	<u>CLINICAL NURSE PRACTITIONER GRADE 1 TO 2 (PRIMARY HEALTH CARE) (TRAUMA AND OPD)</u> Cape Winelands Health District
<u>SALARY</u>	:	Grade 1: R476 367 per annum Grade 2: R583 989 per annum
<u>CENTRE</u>	:	Stellenbosch Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e., diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council as Professional Nurse with Midwife. Post-basic qualification, with duration of at least 1-year, in Curative Skills in

Clinical Nursing Science: Health Assessment, Treatment and Care accredited with the SANC (R48). Registration with a professional council: Current registration with the South African Nursing Council as Professional Nurse and Midwife. Experience: **Grade 1:** A minimum of 4 years appropriate /recognizable experience in nursing after registration as Professional nurse with the SANC in General Nursing. **Grade 2:** A minimum of 14 years appropriate/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 the relevant specialty. Inherent requirements of the job: Willingness to work shifts, night duty, overtime, public holidays and weekends. Willingness to work in other wards inside hospital. Competencies (knowledge/skills): Computer literacy (MS Word, Excel, Power Point and Outlook.) Knowledge of appropriate legislation, regulations and departmental Policies. Knowledge of the Hospital Emergency Centre Triage Information Systems (HECTIS) and South African Triage System (SATS) and Practical Approach to Care Kit (PACK). Knowledge and experience in human resource management, quality assurance, financial and supply chain procurement processes. Experience in the use of clinical equipment and control of budget implementation and monitoring of standards. Effective communication, Problem-solving, decision-making and resolution skills. PACK training or experience. Maintain and participate in inter-professional and multi-disciplinary teamwork and work independently.

DUTIES : 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. 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.

ENQUIRIES : Ms. RZ De Silva Tel No: (021) 808-6153
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 selection process. "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 interview. The 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. "The pool of applications will be considered for vacancies within Stellenbosch Hospital, 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 : 12 December 2025

POST 44/264 : **CLINICAL NURSE PRACTITIONER GRADE 1 TO 2 (PRIMARY HEALTH CARE) (X3 POSTS)**
 Cape Winelands Health District

SALARY : Grade 1: R476 367 per annum
 Grade 2: R583 989 per annum

CENTRE : Slanghoek Mobile (X1 Post)
 De Doorns Clinic (X2 Posts)
 Breede Valley Sub-district

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e., diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council as Professional Nurse and Midwife. Post-basic qualification, with duration of at least 1-year, in Curative Skills in Clinical Nursing Science: Health Assessment, Treatment and Care accredited with the SANC (R48). Registration with the Professions Council: Registration with the South African Nursing Council as Professional Nurse and Midwife. Experience: **Grade 1:** A minimum of 4 years appropriate/recognizable nursing experience after registration with the SANC as Professional Nurse in General

nursing. **Grade 2:** A minimum of 14 years appropriate/recognizable 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/recognizable experience after obtaining the 1 year post basic qualification in the relevant specialty. Inherent requirement of the job: Prepared to work at different facilities within the Sub District inclusive a Mobile and when needed within the community (COPC concept). A valid driver's license and willing to drive a mobile. 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>	:	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>	:	Ms CW van Staden Tel No: (023) 348-1350
<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. "The pool of applications will be considered for vacancies within Breede Valley Sub-district, 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/265</u>	:	<u>CLINICAL NURSE PRACTITIONER GRADE 1 TO 2 (PRIMARY HEALTH CARE) (TRAUMA AND OPD)</u> Cape Winelands Health District
<u>SALARY</u>	:	Grade 1: R476 367 per annum Grade 2: R583 989 per annum
<u>CENTRE</u>	:	Stellenbosch Hospital, Stellenbosch Sub-district
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e., diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council as Professional Nurse with Midwife. Post-basic qualification, with duration of at least 1-year, in Curative Skills in Clinical Nursing Science: Health Assessment, Treatment and Care accredited with the SANC (R48). Registration with a professional council: Registration with the South African Nursing Council as Professional Nurse and Midwife. Experience: Grade 1: A minimum of 4 years appropriate /recognizable experience in nursing after registration as Professional nurse with the SANC in General Nursing. Grade 2: A minimum of 14 years appropriate/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 the relevant specialty. Inherent requirements of the job: Willingness to work shifts, night duty, overtime, public holidays and weekends. Willingness to work in other wards inside hospital. 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. Good communication skills (both written and verbal). PACK training or experience. Problem solving skills.

<u>DUTIES</u>	:	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. 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>	:	Ms RZ De Silva Tel No: (021) 808-6153
<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. A practical test may form part of the selection process. "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 interview.-The 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. "The pool of applications will be considered for vacancies within Stellenbosch Hospital, 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."
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/266</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY NURSING: TRAUMA AND EMERGENCY)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R476 367 per annum Grade 2: R583 989 per annum
<u>CENTRE</u>	:	Delft Community Health Centre
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i. e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwife. Post-basic nursing qualification with a duration of at least one year accredited with the SANC in Medical and Surgical Nursing Science: Critical Care Nursing: General or Medical and Surgical Nursing Science: Critical Care Nursing: Trauma and Emergency. Registration with a professional council: Registration with the SANC as Professional Nurse and Midwife. Experience: Grade 1: A Minimum of 4 years appropriate/ recognisable experience in nursing after registration as a Professional Nurse with 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 in the specific specialty after obtaining the 1-year post-basic nursing qualification in the relevant specialty as mentioned above. Inherent requirements of the job: Willingness to work shifts and after hours (weekends, public holidays and night duty). Competencies (knowledge/ skills): Sound knowledge and understanding of nursing and health service-related acts, legislation and policies. Analytical thinking, independent decision making, problem-solving skills and ability to facilitate and promote training. Computer literacy (MS Office).
<u>DUTIES</u>	:	Provide optimal, holistic specialised nursing care within set standards and professional/legal framework. Effective utilisation of human, financial and physical resources (equipment and consumables). Render support to Nursing Services i.e. relief duties and act as shift leader as required. Maintain professional growth/ethical standards and self-development, compliance to professional, legal and ethical regulations governing nursing practice. Ensure efficient and accurate documentation, statistical data collection capturing and participation in research activities. Liaise, advise and effectively communicate with the relevant internal and external stakeholders for continuity of client care.
<u>ENQUIRIES</u>	:	Ms K Levy Tel No: (021) 954-2237
<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 in Medical and Surgical Nursing Science: Critical Care Nursing: General or Medical and Surgical Nursing Science: Critical Care Nursing: Trauma and Emergency. 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. Shortlisted candidates will be subjected to a written/practical and oral assessment.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/267</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: HIGH CARE) (X2 POSTS)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R476 367 per annum Grade 2: R583 989 per annum
<u>CENTRE</u>	:	Victoria Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Council (SANC) as a Professional Nurse. A post-basic nursing qualification with a duration of at least 1 year in Medical & Surgical Nursing Science: Critical Care Nursing: General. Registration with a professional council: Registration with the SANC as a Professional Nurse. Inherent requirements of the job: Willingness to work shifts, overtime, day and night duty, weekends and public holidays to meet the operational requirements. 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 in Intensive /Critical care after obtaining the 1-year post-basic qualification in the relevant specialty. Competencies (knowledge/skills): Ability to maintain professionalism and the display of core values of the Department of Health WCG in the execution of duties, while practising within the legislation, regulations and protocols applicable to the public service. Skills to plan, organise & coordinate the service by analysing, problem solving & decision making. Leadership towards the realisation of strategic goals and objectives of the Intensive and High care unit. Knowledge of practices or regimes within the relevant disciplines. Ability to work effectively within a multi-disciplinary team.
<u>DUTIES</u>	:	Provide an optimal, holistic, specialised Nursing Care within set standards and within a professional, legal framework as a Professional Nurse in an Intensive and High care unit. Effective utilisation of Human and Material Resources. Participate in training, development and research. Supervise and assist Staff Nurses & Nursing Assistants. Deliver a support service to the Nursing Service and the institution. Practice Nursing and health care in accordance with the laws and regulations relevant to nursing and health care. Order medication and stock control.
<u>ENQUIRIES</u>	:	Ms P Hawksworth Tel No: (021) 799 1127
<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. Candidate will be subjected to a practical. 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 & Surgical Nursing Science: Critical Care Nursing: Nursing: General with the

South African Nursing Council. The pool of applications will be considered for vacancies within the department, 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 advertisement.

<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/268</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY NURSING: PSYCHIATRY) (CLINICAL NURSE TRAINING)</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. degree/diploma in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as Professional Nurse with Psychiatry. A post basic nursing qualification with a duration of at least one year accredited with the SANC in Advanced Psychiatry Nursing Science. Registration with a professional council: Registration with the SANC as Professional Nurse and Psychiatry. Experience: Grade 1: A minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 14 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of this period must be appropriate/recognisable experience after obtaining the relevant 1 year post basic qualification required for Psychiatry. Inherent requirements of the job: Willingness to provide relief duties on weekends and public holidays or when required. Competencies (knowledge/ skills): Computer literacy. Knowledge of relevant legislation and policy related to Nursing training and skills development. Ability to promote quality patient care through the setting, implementation and monitoring of standards. Good organisational skills and the ability to function under pressure. Ability to function independently as well as part of a multi-disciplinary team. Appropriate and recognisable experience in training of nurses.
<u>DUTIES</u>	:	Facilitate and teach all training in relation to mental health and development programmes of the nursing and support personnel in the Nursing Component as well as other departments as required. Facilitate all induction and mentorship programmes in conjunction with HRD. Facilitate in-service training, skills update and competencies and skills of nursing personnel in mental health services. Facilitate developmental research in nursing science with specific interest in mental health nursing science. Facilitate student education and training with accredited service providers and tertiary institutions as well as placement to ensure achievement and maintenance of competence. Deliver a support service to the Nursing Services and the institution. Maintain ethical standards and promote professional growth and self-development.
<u>ENQUIRIES</u>	:	Mr M Njongonkulu Tel No: (021) 503-5000
<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 written/practical and oral assessment. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration 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: Advance Psychiatry Nursing Science. 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/269</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: TRAUMA AND EMERGENCY)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R476 367 per annum

<u>CENTRE REQUIREMENTS</u>	:	Grade 2: R583 989 per annum Khayelitsha CHC
	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwife. Post-basic nursing qualification with a duration of at least one year accredited with the SANC in Medical and Surgical Nursing Science: Critical Care Nursing: General or Medical and Surgical Nursing Science: Critical Care Nursing: Trauma and Emergency. Registration with the professional council: Registration with the SANC as Professional Nurse and Midwife. Experience: Grade 1: A Minimum of 4 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with 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 in the specific specialty after obtaining the 1-year post-basic nursing qualification in the relevant specialty as mentioned above. Inherent requirements of the job: Willingness to work shifts and after hours (weekends, public holidays and night duty). Competencies (knowledge/skills): Sound knowledge and understanding of nursing and health service-related acts, legislation and policies. Analytical thinking, independent decision making, problem-solving skills and ability to facilitate and promote training. Computer literacy (MS Word, GroupWise and Excel).
<u>DUTIES</u>	:	Provide optimal, holistic specialised nursing care within set standards and professional/legal framework. Effective utilisation of human, financial and physical resources (equipment and consumables). Render support to Nursing Services i.e. relief duties and act as shift leader as required. Maintain professional growth/ethical standards and self-development, compliance to professional, legal and ethical regulations governing nursing practice. Ensure efficient and accurate documentation, statistical data collection, capturing and participation in research activities. Liaise, advise and effectively communicate with the relevant internal and external stakeholders for continuity of client care.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr S Mokitimi Tel No: (021) 360-4703
	:	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 in Medical and Surgical Nursing Science: Critical Care Nursing: General or Medical and Surgical Nursing Science: Critical Care Nursing: Trauma and Emergency The pool of applications will be considered for vacancies within Khayelitsha Eastern Sub Structure, 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/270</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: THEATRE – INCLUDING RELIEF) (X6 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R476 367 per annum Grade 2: R583 989 per annum
<u>CENTRE REQUIREMENTS</u>	:	Tygerberg Hospital, Parow Valley
	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council as a Professional Nurse. A post-basic nursing qualification, with duration of at least 1 year accredited with the SANC in Medical and Surgical Nursing Science: Operating Theatre Nursing. Registration with the professional council: Registration with the SANC as Professional Nurse. Experience: Grade 1: A minimum of 4 years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. Grade 2: A minimum of 14 years appropriate/recognisable experience in nursing 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 in Operating Theatre after obtaining the 1-year post-basic qualification in the relevant specialty. Inherent requirements of the job: Will be required to work shifts, weekends and public holidays. Willingness to rotate through various theatres if and when required. Competencies (knowledge/skills): Basic computer literacy. Good written and verbal communication skills. Knowledge of relevant legislation and policy related to the nursing specialty. Strong leadership and interpersonal skills. Good organisational skills and the ability to function under pressure.
<u>DUTIES</u>	:	Ensure quality patient care regarding the identification of nursing care needs, the planning and implementation of nursing care plans and the education of the nursing personnel as a Professional Nurse in the specific specialty clinical area. Render and supervise specialised clinical nursing care and support clinical staff with procedures within the specific clinical specialty unit. Utilize human, material and physical resources and development of self and others. Display core values of the Department of Health and Wellness (WCG) on the execution of duties while practicing within the legislation, regulations and protocols applicable to the public service.
<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 who are not in possession of the required qualification will be appointed into the general stream, and they will be required to obtain the necessary qualification within the predetermined period of time. 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 Medical and Surgical Nursing Science: Operating Theatre Nursing.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/271</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: PSYCHIATRY) (VARIOUS COMPONENTS) (X5 POSTS)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R476 367 per annum Grade 2: R583 989 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 that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post-basic nursing qualification, with duration of at least 1 year, accredited with SANC in Advanced Psychiatry Nursing Science. Registration with the professional council: Registration with the SANC as Professional Nurse in Psychiatry. Experience: Grade 1: A Minimum of 4 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. Grade 2: A minimum period of 14 years actual service and/or appropriate/ recognizable post-registration experience in General Nursing. At least 10 years of this period must be appropriate/ recognizable experience in the Psychiatry after obtaining the relevant 1 year post basic qualification required for Psychiatry. Inherent requirements of the job: Driver's license Valid Code EB/EC drivers' license. Willingness to perform shift work, night duty and over weekends/public holidays. It will be required of the incumbent to rotate within the hospital. Competencies (knowledge/skills): Good interpersonal, planning, and organisational skills. Computer literacy (MS Word, Excel and Outlook) Knowledge of the Mental Health Care Act, Child Care Act, Nursing Act and other relevant legislation.
<u>DUTIES</u>	:	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. -Ensure efficient and accurate documentation, statistical data collection capturing and participation in research activities. Assist with the development and the implementation of nursing quality improvement plans, policies and standard operating procedures.
<u>ENQUIRIES APPLICATIONS</u>	: Ms R Price Tel No: (021) 826-5826 : 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. Shortlisted candidates will be subjected to a written/practical and oral assessment. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration 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 with the South African Nursing Council. 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.
<u>CLOSING DATE</u>	: 12 December 2025
<u>POST 44/272</u>	: <u>ASSISTANT DIRECTOR: HUMAN RESOURCE MANAGEMENT</u> Chief Directorate: Metro Health Services
<u>SALARY CENTRE REQUIREMENTS</u>	: R468 459 per annum : Lentegour Hospital : Minimum educational qualification: Appropriate 3-year National Diploma or Degree. Experience: Appropriate experience in all aspects of human resource management, human resource development and labour relations. Appropriate supervisory experience. Appropriate PERSAL experience. Inherent requirements of the job: Valid (Code B/EB) driver's license. Competencies (knowledge/skills): Sound knowledge of Human Resource policies, procedures, prescripts, HR audit compliance prescripts, management of the Approved Post Lists (APL), establishment control, Human Resource Development and Labour Relations. Good communication skills (written and verbal) Strong managerial and supervisory skills. Computer skills (MS Office and Outlook).
<u>DUTIES</u>	: Facilitate, co-ordinate and manage HR Planning, Recruitment and Selection, Establishment Control, Staff Performance Management System and Human Resource Administration. Implement systems and strategies to ensure effective and efficient Quality and Risk Management in the Human Resource Department. -Facilitate compliance with the Auditor-General's requirements and HR audit reports and ensure that sample testing is performed and reported on that is in line with the HR Compliance Monitoring Instrument (HR CMI) HR Audit Action Plan (HR AAP). Administer and ensure that audit investigations, follow-up and feedback of audit findings are done timeously. -Manage Human Resource Development and the implementation of HRD policies, prescripts and Institutional Work Skills Plans, and oversee the training of staff. Manage sound Labour Relations and effective participation in IMLC and labour relations matters.
<u>ENQUIRIES APPLICATIONS</u>	: Mr S Petersen Tel No: (021) 370-1111 : 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 similar 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.
<u>CLOSING DATE</u>	: 12 December 2025
<u>POST 44/273</u>	: <u>ANALYST DEVELOPER</u> Directorate: Management Accounting
<u>SALARY CENTRE</u>	: R468 459 per annum : Head Office, Cape Town (based at Bellville Health Park)

<u>REQUIREMENTS</u>	:	Minimum educational qualification: An appropriate 3-year National Diploma/Degree (e.g. IT Degree, Mathematics, Accounting, or other subject with numerical orientation) or equivalent. Experience: Appropriate experience working with data and Information Systems. (e.g., gathering, cleaning, integrating, and analysing datasets. Inherent requirements of the job: A valid (Code B/EB) driver's license, Willingness to travel visit Healthcare Facilities that fall under the Western Cape Department of Health. Competencies (knowledge/skills): Problem solving, Analytical and innovating thinking. Computer literacy and proficiency with MS Word, Excel, Power Point and data management software. Report writing, Planning and organising and Sound knowledge of Microsoft Technologies that manipulate datasets (Azure) and SQL. Knowledge of SDLC (Software Development Life Cycle).
<u>DUTIES</u>	:	Finance business and systems analysis to understand the requirements of Finance reporting and analysis, work with IT in developing software development-design programs from program specifications to meet Finance requirements, resulting in draft model/project plan, Liaison with client/business partner and vendors to ensure that business requirements are met. Knowledge of Software Development and Coding, which includes various programming languages. Requirement Analysis and Solution Design, which includes gathering and analysing business requirements. Database management, which includes writing queries and stored procedures. Collaboration and Documentation (Entity relation diagrams, context diagrams, etc.). Develop Power BI dashboards and publish them.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr F Adonis Tel No: (021) 815-8643
	:	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>	:	12 December 2025
<u>POST 44/274</u>	:	<u>ASSISTANT DIRECTOR: LABOUR RELATIONS</u> Cape Winelands District
<u>SALARY CENTRE REQUIREMENTS</u>	:	R468 459 per annum Cape Winelands District Office
	:	Minimum educational qualification: An appropriate 3-year National Diploma / Degree or equivalent qualification. Experience: Appropriate experience as Labour Relations Officer or related field. Inherent requirement of the job: Valid (Code B/EB) driver's license. Competencies (knowledge/skills): Excellent leadership and interpersonal skills. Good knowledge and understanding of Labour Law and applicable common law principles. Excellent Computer literacy in MS Word, Excel, PowerPoint and Outlook. Ability to work under pressure and independently. Excellent report-writing skills.
<u>DUTIES</u>	:	Be a steward for health through employee relations' Governance and Leadership. Support/advice to all staff and supervisors of Cape Winelands District regarding employee relations. Give Employee Relations support within the various eco-systems e.g. facilitate training. Effective management of all disciplinary matters, disputes and harassment cases in the district. Support and ensure Organizational Rights driven IMLC's in the district. Coordinate and manage statistics/data regarding employee relations matters. Render a human resource function regarding the management of sub-ordinates through leadership.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms W du Plessis Tel No: (023) 348-8100
	:	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. Shortlisted candidates will be subjected to a practical test and/or competency assessment. "The pool of applications will be considered for vacancies within Cape Winelands District Office, 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/275</u>	:	<u>PHARMACIST INTERNSHIP</u> Chief Directorate: Emergency and Clinical Services Support (12 Month Contract)
<u>SALARY</u>	:	R440 226 per annum

<u>CENTRE</u>	:	Medicine Management, Bloods and Labs (based at Mitchell's Plain Community Health Centre)
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic qualification accredited with the South African Pharmacy Council (SAPC) that allows registration with the SAPC as a Pharmacist Intern. Registration with the professional council: Registration with the South African Pharmacy Council (SAPC) as a Pharmacist Intern. Competencies (knowledge/skills): Knowledge of and ability to comply with applicable Pharmacy legislation and National and Provincial Health Policies. Ability to work accurately under pressure and maintain a high standard of professionalism. Good interpersonal and communication skills. Computer literacy.
<u>DUTIES</u>	:	Leadership by demonstrating initiative in addressing problems. Provision of Pharmaceutical Care, including prescription evaluation, dispensing of medication and provision of information to ensure patient compliance and therapeutic success. Effective medicine supply management to ensure safe and reliable procurement, storage, control and distribution of quality pharmaceuticals. Adherence to policies, procedures and expenditure control. Assist with the training, education and development of pharmacy staff and other healthcare workers, and promotion of public health. Quality Management by demonstrating compliance with Regulated Norms and Standards, Occupational Health & Safety control and good pharmacy practices. All duties will be performed under the direct supervision of a pharmacist.
<u>ENQUIRIES</u>	:	Mr L Liddell Tel No: (021) 815-8878
<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. A comprehensive CV with referral letters from 3 referees. Certified copies of Matric Certificate, Identity Document, University academic record for the 3 years of study and South African Pharmacy Council (SAPC) student registration certificate. The interviews will take place via MS Teams. All applicants will be responsible for his/her own accommodation if needed as accommodation during internship will not be provided. 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. All short-listed candidates will undergo a technical competency test.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/276</u>	:	<u>SENIOR ADMINISTRATIVE OFFICER: INFORMATION MANAGEMENT (INFORMATION TECHNOLOGY)</u> Overberg District
<u>SALARY</u>	:	R397 116 per annum
<u>CENTRE</u>	:	Overberg District Office
<u>REQUIREMENTS</u>	:	Minimum educational qualification: An appropriate three-year National Diploma/Degree. Experience: Appropriate experience in a desktop support or IT helpdesk role. Appropriate Healthcare/Hospital/Primary Health Care facilities IT support experience. Inherent requirements of the job: Valid driver's license (Code B/EB). Willingness to travel and overnight. Willingness to perform overtime duties when required. Render service in Theewaterskloof, Overstrand, Cape Agulhas and Swellendam Sub-districts. Competencies (knowledge/skills): Intermediate to advanced computer literacy especially in MS Office, M365 with good numerical and analytical skills to support report writing, interpretation, analysis of data management projects/interventions. Advanced knowledge and experience in the National and Provincial Information Systems and Databases utilised by the WCG: Health e.g. SINJANI, Clinicom PHCIS, Ideal Health Facility, Business Intelligence, TIER.net and office 365 environment. Knowledge and experience in planning and policy development process. Proficient in Windows OS, Microsoft Office, M365 and healthcare-related systems. Networking fundamentals and diagnostic skills essential.
<u>DUTIES</u>	:	Technical Support and Troubleshooting: Provide comprehensive first-line IT support to ensure the smooth operation of digital systems and infrastructure across healthcare and administrative environments. Proactive and reactive troubleshooting, user support, and system maintenance. IT and Network

Infrastructure Support and Maintenance focuses on ensuring the reliability, performance, and security of the organisation's IT infrastructure. Installation, configuration, maintenance, and monitoring of hardware and network systems that support both clinical and administrative operations. Security, Compliance & Documentation-Ensures that all IT operations and systems adhere to established security protocols, regulatory requirements, and documentation standards. Safeguarding sensitive data, maintaining operational integrity, and supporting audit readiness across healthcare and administrative environments. -IT Training for Clinical and Admin Teams- Empowering healthcare and administrative staff with the knowledge and skills needed to effectively use IT systems, tools, and devices in their daily operations. The goal is to improve digital literacy, enhance productivity, and ensure secure and accurate data handling across the organisation. Regular stakeholder engagement, support and feedback (written and verbal). Compiling and presentation of monthly Reports.

ENQUIRIES : Mr L Benjamin Tel No: (028) 214-5800
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 subjected to a competency test which may include a practical/computer literacy test. The pool of applications will be considered for vacancies within Overberg District, 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 : 12 December 2025

POST 44/277 : **SENIOR ADMINISTRATIVE OFFICER: LABOUR RELATIONS**

SALARY : R397 116 per annum
CENTRE : Tygerberg Hospital, Parow Valley
REQUIREMENTS : Minimum educational qualification: Appropriate 3-year National Diploma or Degree. Experience: Appropriate experience in Labour Relations. Competencies (knowledge/skills): Ability to work under pressure. Ability to work independently. Good communication skills (verbal and written). Good interpersonal, consultation, negotiation, decision-making, conflict management and presentation skills. In-depth understanding and ability to interpret of relevant legislation pertaining to labour relations.

DUTIES : Investigate misconduct cases and represent the employer at disciplinary hearings. Conduct grievance investigations and draft findings. Ensure compliance in terms of Monitoring and Evaluation in relation to Labour relations statistics and implementation of appropriate interventions. Facilitate appropriate Labour Related training to all employees. Ensure compliance in relation to Collective Bargaining. Provide support to investigating officers and assist with drafting charge sheets. Provide advice and support to management and all employees with regard to Labour related matters. Represent the Department at Conciliations.

ENQUIRIES : Mr M Boezak Tel No: (021) 938-5184
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 subjected to a practical assessment

CLOSING DATE : 2 December 2025

POST 44/278 : **SENIOR ADMINISTRATIVE OFFICER: FINANCE (SUPPLY CHAIN MANAGEMENT)**
 West Coast District

SALARY : R397 116 per annum
CENTRE : Vredenburg Hospital, Saldanha Sub-District
REQUIREMENTS : Minimum educational qualification: Appropriate 3-year Diploma / Degree. Experience: Appropriate experience in Financial and Supply Management. Appropriate supervision experience. Inherent requirements of the job: Valid (Code B/EB) driver's license. Competencies (knowledge/skills): Organizational leadership skills and an aptitude for working with financial figures. Computer literacy (MS Word, Excel and Microsoft Office) with knowledge of LOGIS and BAS systems. Sound Knowledge of applicable policies (PFMA, AO System, Financial delegations/instructions and NTR) Ability to work independently in a

	high-pressure environment, and with multiple projects at once, while complying to due dates.
<u>DUTIES</u>	: Oversee Financial Administration (expenditure control, revenue control, verify and authorize and follow up on debt accounts and all other financial management responsibilities including draw and monitor expenditure reports and authorising payments on LOGIS and BAS and ensuring correct SCOA allocations. Oversee Supply Chain Management and Asset Administration by ensuring efficient application of procurement processes for all supply chain responsibilities including contract management. Ensure effective and efficient control over ordering and purchasing of goods and services. Execution of compliance control and effective reporting on financial statements, disclosure of assets, inventories and Financial and SCM indicators accurately and timely. Effective Utilization of Management of Subordinates, Management of Finance & SCM and provide support to supervisor including ADHOC oversight on Revenue Management if needed.
<u>ENQUIRIES</u>	: Mr RJ Meyer Tel No: (022) 709 7287
<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. Shortlisted candidates may be subjected to a practical test.
<u>CLOSING DATE</u>	: 12 December 2025
<u>POST 44/279</u>	: <u>SENIOR ADMINISTRATIVE OFFICER: SUPPLY CHAIN MANAGEMENT (DEMAND MANAGEMENT)</u>
<u>SALARY</u>	: R397 116 per annum
<u>CENTRE</u>	: Groote Schuur Hospital, Observatory
<u>REQUIREMENTS</u>	: Minimum educational qualification: An appropriate 3-year National Degree/Diploma in Public Management, Finance or Supply Chain Management. Experience: Appropriate experience in procurement processes and systems. Appropriate supervisory experience. Competencies (knowledge/skills): Computer literacy (MS Word, Excel, PowerPoint). Excellent managerial, leadership and organizational skills. Appropriate knowledge of computerized Procurement Management Systems (Syspro). Knowledge of the Public Finance Management Act (PFMA), National, and Provincial Treasury Regulations, and the Accounting Officer's System of the Department of Health, including delegations.
<u>DUTIES</u>	: Conclude a procurement plan in line with the budget and strategic objective of the institution. Market and product research. Identify high-usage items for the conclusion of mini-contracts and high-value contracts to minimize buyouts. Coordinate the process of transversal contracts for the 3 central hospitals. Conclude the drafting of specifications, SOP, MOU and give input into the procurement process. Report on all Demand Management activities to the relevant structures internally and externally. Management of human resources. Responsible for maintaining a positive culture within the SCM section which includes change management initiatives, innovation, conflict resolution and mitigating risks that could negatively affect the organisational culture.
<u>ENQUIRIES</u>	: Ms S Dhayalan-Nair Tel No: (021) 404-3220
<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. Shortlisted candidates will be subject to a practical test.
<u>CLOSING DATE</u>	: 12 December 2025
<u>POST 44/280</u>	: <u>CASE MANAGER</u> Chief Directorate: Rural Health Services
<u>SALARY</u>	: R397 116 per annum
<u>CENTRE</u>	: Worcester Regional Hospital
<u>REQUIREMENTS</u>	: Minimum educational qualification: Appropriate three-year health related National Diploma/Degree registrable with the Health Professions Council of South Africa (HPCSA) or South African Nursing Council (SANC). Experience: Appropriate experience in Case Management/Medical Aid Environment or Revenue Generation. Inherent requirements of the job: Valid driver's license. Competencies (knowledge/skills): Good knowledge of the Uniform Patient Fees Schedule (UPFS) and other tariff structures, prescripts regarding RAF, Managed Health Care or Hospital Information Systems and EDI (Electronic

		Data Interchange). Knowledge of the Medical Schemes Act 131 of 1998 and the application of Prescribed Minimum Benefit (PMB) legislation i.e. the Chronic Disease List (CDL) and Diagnostic Treatment Pairs (DTP). Experience in ICD-10 Code assignment and the ability to link patient diagnosis with procedural codes. Ability to work with Excel spread sheets, Microsoft Word, Clinicom and web-based programs (medical aids).
<u>DUTIES</u>	:	Assist with the management and implementation of Case Management policies, protocol and procedures in the hospital to ensure compliance within Case Management Component. Liaise with Medical Aid Schemes regarding authorization, updates and optimal fund utilization and provide quotation for procedures. Provide quotations for H2, H3 and Foreign patients. Conduct clinically audit accounts for proper discharge procedure followed and ensure that accounts reflect correct ICD 10 codes, authorization numbers, services and procedures utilized. Assist Hospital Fees with the identification of Prescribed Minimum Benefits. Compile statistical reports. Provide support in terms of hospital account queries and assist with follow-up of outstanding medical scheme balances (Medical EDI reports). Staff supervision and performance management.
<u>ENQUIRIES</u>	:	Ms S Gcwabe Tel No: (023) 348 - 6458
<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. This post does not form part of any Occupation Specific Dispensation. Shortlisted candidates will be subjected to a practical test. The pool of applicants will be considered for vacancies within Worcester Regional Hospital 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/281</u>	:	<u>ARTISAN FOREMAN GRADE A (MECHANICAL)</u>
<u>SALARY</u>	:	Grade A: R382 047 per annum
<u>CENTRE</u>	:	Tygerberg Hospital, Parow Valley
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate Trade Test Certificate. Experience: 5 years' experience as Artisan after obtaining the Trade Test Certificate. Inherent requirements of the job: A valid driver's license. Do standby duties and emergency callouts as required. Competencies (knowledge/skills): Be conversant with the requirements of the Machinery and Occupational Health and Safety Act. Computer literacy. In depth knowledge of Steam reticulation systems and medical gasses. Knowledge of pumps. Knowledge of OHS act.
<u>DUTIES</u>	:	Supervise staff in Workshop and produce designs and objects with material and equipment according to job specifications and standards. Carry out technical investigations and surveys, develop repair solutions to plant, equipment and maintenance problems and render technical advice and ensure quality assurance of all work performed Repair and install Mechanical equipment at health facilities, plants and buildings according to standards. Keep registering of all work done, keep control of job cards and compile and submit reports as required. Ensure the adherence to safety standards, requirements and regulations. Perform administrative duties and assist the Chief Artisan with personnel progress reports. Assist the Chief Artisan with the ordering, procurement and control of maintenance material and equipment.
<u>ENQUIRIES</u>	:	Mr E Fransenburg Tel No: (021) 938- 4237
<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. Shortlisted candidates will be subjected to a practical assessment.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/282</u>	:	<u>ARTISAN FOREMAN GRADE A (CAPRENTRY)</u>
<u>SALARY</u>	:	Grade A: R382 047 per annum
<u>CENTRE</u>	:	Tygerberg Hospital, Parow Valley
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate Trade Test Certificate. Experience: 5 Years' experience as Artisan after obtaining the Trade Test Certificate. Inherent requirements of the job: A valid driver's licence. After-hour repairs and standby duties. Competencies (knowledge/skills): Good

	communication skills. Conversant with the requirements of the Machinery and Occupational Health and Safety Act. Computer literate.
<u>DUTIES</u>	: Render managerial assistance including departmental budgeting and procurement expenditure control. Supervise, train and develop staff and other HR related duties including evaluation reports of staff. Assist with the upkeep of a database of servicing and inspection of all plants, equipment and machinery. Do maintenance and repairs to plant, hospital services and equipment. Plan and design new installations and alterations, attend to emergencies/standby duties and give technical advice. Compile minor specifications and await tenders and ensure compliance with stores regulations. Determine best utilisation of materials and to requisition materials accordingly.
<u>ENQUIRIES</u>	: Mr P Sishuba Tel No: (021) 938- 6100
<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. Shortlisted candidates will be subjected to a practical assessment.
<u>CLOSING DATE</u>	: 12 December 2025
<u>POST 44/283</u>	: <u>ADMINISTRATIVE OFFICER: HUMAN RESOURCE MANAGEMENT</u> West Coast Health District
<u>SALARY</u>	: R325 101 per annum
<u>CENTRE</u>	: Swartland Hospital, Swartland Sub-district
<u>REQUIREMENTS</u>	: Minimum educational qualification: Senior certificate (or equivalent). Experience: Appropriate experience in Human Resources (i.e. Salary Administration, Service Conditions, Personnel Management, PERSAL). Inherent requirement of the job: Valid driver's license. Competencies (knowledge/skills): Appropriate knowledge of Recruitment and Selection. Appropriate knowledge of People Management related policies and procedures in the Public Service. Strong analytical and strategic thinking abilities. Computer skills in MS Office (i.e. Word, Excel, PowerPoint and Outlook). Good verbal and written communication skills.
<u>DUTIES</u>	: Payroll Administration: Personnel Provisioning & Service Terminations, i.e. processing of appointments and ensuring the correct administration process for service terminations. Ensuring the correct processing of Service Benefits i.e. Housing benefit, leave administration, general service benefits and ensuring effective human resource management systems and practices are in place. Provide an effective general and transversal employment practices service. Monitoring, evaluation and correction of audit reports. Manage and control of subordinates and support to supervisor.
<u>ENQUIRIES</u>	: Mr LE Kortje Tel No: (022) 487-9200
<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. Shortlisted candidates will be subjected to a practical test.
<u>CLOSING DATE</u>	: 12 December 2025
<u>POST 44/284</u>	: <u>PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL NURSING: PRIMARY HEALTH CARE)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	: Grade 1: R324 384 per annum Grade 2: R396 132 per annum Grade 3: R476 367 per annum
<u>CENTRE</u>	: Kleinvlei CHC extended hours, Khayelitsha Eastern Sub-structure
<u>REQUIREMENTS</u>	: Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwife. Registration with the professional council: Registration with the SANC as a Professional Nurse and Midwife. Experience: Grade 1: None. 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 with the SANC as Professional Nurse in General Nursing. Inherent requirements of the job: Willingness to work after hours. Willingness to rotate to other departments if required. Competencies (knowledge/skills): Ability to

		function and make decisions independently and as part of a multi-disciplinary team. Good communication, interpersonal, leadership and conflict resolution skills. Knowledge of grievance procedure and disciplinary legislation. Knowledge and understanding of nursing Code of Ethics and Professional Practice of the SANC of nursing Standard of Practice and scope of practice. Computer literate in MS Office (Excel, Word and PowerPoint) and MS Outlook.
<u>DUTIES</u>	:	Provide direction and supervision for the implementation of quality comprehensive nursing care within the Primary Health Care context. 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. Participate in training programmes and research activities. Maintain workplace disciplinary of sub-ordinates.
<u>ENQUIRIES</u>	:	Ms A Lyners Tel No: (021) 904-4410
<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 a change in registration status). The pool of applicants will be considered for other vacant Professional Nurse General posts within the Chief Directorate: Metro Health Services, for a period of 3 months from the date of advert. Candidates will be required to undertake a pre-entry assessment test/practical assessment and formal interview.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/285</u>	:	<u>ARTISAN PRODUCTION GRADE A TO C (AIR CONDITIONING / REFRIGERATION)</u>
<u>SALARY</u>	:	Grade A: R243 597 per annum Grade B: R285 816 per annum Grade C: R332 061 per annum
<u>CENTRE</u>	:	Groote Schuur Hospital, Observatory
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate Trade Test Certificate in the field. Experience: Grade A: No experience required. Grade B: At least 18 years appropriate/recognizable experience in the area after obtaining the relevant Trade Test Certificate. Grade C: At least 34 years appropriate/recognizable experience in the area after obtaining the relevant Trade Test Certificate. Inherent requirements of the job: A valid (Code B/EB) driver's license. Perform after hour repairs and standby duties. Competencies (knowledge/skills): Ability to do welding work. Good communication skills (verbal and written). Basic knowledge of refrigeration control circuits. Conversance with the requirements of the Machinery and Occupational Health and Safety Act (Act 85 of 1993).
<u>DUTIES</u>	:	Repair and maintenance of air-conditioning and refrigeration systems including screw chillers refrigerators, air ducts, coils, various refrigeration compressors, heat-pump, VRV air-conditioning system, Daikin chillers, Hepa filters and reciprocating plants. Inspect equipment and installations. Assist Artisan Foreman with administration, planning and schedules. Control over tools and materials. Training and develop staff. Perform standby duties when necessary. Learn and comply with in-house systems and procedures.
<u>ENQUIRIES</u>	:	Mr K Mgcodo Tel No: (021) 404-6251
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for the post. Shortlisted candidates may be subjected to a competency test. The pool of applications will be considered for vacancies within Groote Schuur Hospital, 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.
<u>CLOSING DATE</u>	:	12 December 2025

<u>POST 44/286</u>	:	<u>ARTISAN PRODUCTION GRADE A TO C (ELECTRICAL)</u>
<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>	:	Groote Schuur Hospital, Observatory
	:	Minimum educational qualification: Appropriate Trade Test Certificate. Experience: Grade A: No experience required. Grade B: At least 18 years appropriate/recognizable experience in the area after obtaining the relevant Trade Test Certificate. Grade C: At least 34 years appropriate/recognizable experience in the area after obtaining the relevant Trade Test Certificate. Inherent requirements of the job: A valid driver's license. Perform standby duties and work overtime when required. Competencies (knowledge/skills): Learn and comply with in-house systems and procedures. Conversance with the Machinery and Occupational Health and Safety Act. Computer literacy. Good communication skills (verbal and written). High tension knowledge.
<u>DUTIES</u>	:	Check, maintain, install and repair hospital electrical equipment. Attend to emergency electrical failures or problems. Supervise work schedule for the division and assist in supervising and training of staff. Responsible for the necessary administrative functions of the workshop. Render assistance to Artisan Foreman with regard to all functions (including administrative work) of the division and give feedback to supervisor on service and maintenance issues. Exercise control over tools and materials.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr K Mgcodo Tel No: (021) 404-6251
	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for these posts. Shortlisted candidates maybe subjected to a competency assessment. The pool of applications will be considered for vacancies within Groote Schuur Hospital, 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/287</u>	:	<u>ARTISAN PRODUCTION GRADE A TO C (CARPENTRY)</u>
<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>	:	Groote Schuur Hospital, Observatory
	:	Minimum educational qualification: Appropriate Trade Test Certificate. Experience: Grade A: No experience required. Grade B: At least 18 years appropriate/recognizable experience in the area after obtaining the relevant Trade Test Certificate. Grade C: At least 34 years appropriate/recognizable experience in the area after obtaining the relevant Trade Test Certificate. Inherent requirements of the job: A valid driver's license. Competencies (knowledge/skills): Ability to manage a workshop. Project Management Skills. Conversant with the requirement of the Machinery and Occupational Health and Safety Act. Good communication skills (verbal and written). Appropriate experience and knowledge in joinery and machining in carpentry field.
<u>DUTIES</u>	:	Carry out routine inspection, maintenance and repairs including alteration and installation of building/carpentry/furniture, fittings and in the manufacturing of assistive devices. Assist Artisan Foreman with administration, planning and schedules. Complete and return repair requisitions and assist in ordering and controlling the workshop, materials and tools. Do quality assurance on all maintenance and repair work performed and keep register of all work done. Liaise with all relevant personnel in ensuring Groote Schuur Hospital is within regulations regarding carpentry department. Liaise with service providers and agents to negotiate quotations and maintenance. Supervise and training of staff.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr K Mgcodo Tel No: (021) 404-6251 or Mr E Orgill Tel No: (021) 404-6208
	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to competency test. The pool of applications will be considered for vacancies within Groote Schuur Hospital, 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
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/288</u>	:	<u>ARTISAN PRODUCTION GRADE A TO C (WELDING)</u>
<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>	:	Groote Schuur Hospital, Observatory Minimum educational qualification: Appropriate Trade Test Certificate. Experience: Grade A: No experience required. Grade B: At least 18 years appropriate/recognizable experience in the area after obtaining the relevant Trade Test Certificate. Grade C: At least 34 years appropriate/recognizable experience in the area after obtaining the relevant Trade Test Certificate. Inherent requirements of the job: A valid driver's license. Perform after hour emergency repairs, standby and overtime duties. Competencies (knowledge/skills): Sound knowledge of welding techniques (arc, MIG, TIG, and gas). Ability to interpret and work from engineering drawings. Knowledge of fabrication and metal finishing processes. Knowledge and understanding of the Occupational Health and Safety Act. Good communication skills (verbal and written). Ability to plan, prioritize, and work independently or within a team.
<u>DUTIES</u>	:	Provide assistance and guidance to Artisan Assistants and Apprentices. Comply with safety standards and wear appropriate PPE at all times. Complete and return job cards, requisitions, and maintenance reports. Maintain tools and equipment in good working condition and ensure workshop cleanliness. Assist with mechanical installations and modifications. Manufacture, maintain, and repair metal structures, frames, brackets, and components as required. Perform welding, cutting, and fabrication work on hospital equipment, infrastructure, and plant systems.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr K Mgcodo Tel No: (021) 404-6251 Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for the post. Shortlisted candidates may be subjected to a competency test. The pool of applications will be considered for vacancies within Groote Schuur Hospital, 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/289</u>	:	<u>ADMINISTRATION CLERK: SUPPLY CHAIN MANAGEMENT (PROCUREMENT)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R228 321 per annum
<u>CENTRE</u>	:	Karl Bremer Hospital, Northern/Tygerberg Sub-structure
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accountancy as passed subject and/or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KPA's) of the post. Experience: Appropriate experience in the Health Sector Commodities. Competencies (knowledge/ skills): Computer literacy (i.e. MS Word, Excel, PowerPoint and Outlook). Good verbal and written communication skills. Sound communication, organisational and interpersonal skills. Knowledge of Supply Chain Management processes, PFMA, the Accounting Officers System as well as knowledge of LOGIS, EPS and ESL.
<u>DUTIES</u>	:	Demand and acquisition (i.e. assist with identifying procurement plan items and ESL). Source quotations: Advertise requests on EPS to source quotations, perform an SCM evaluation of such quotes and guide users on how to evaluate. Generate and place orders with suppliers and maintain filing and complete adjudication of awarded orders on EPS. Prepare documentation for quotation committee meetings. Ensure that all transactions comply with legislative requirements. Handle telephonic and written enquiries from Directorates and Suppliers and perform relief duties within SCM component.
<u>ENQUIRIES</u>	:	Mr W Jacobs Tel No: (021) 918-1208

<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. Shortlisted candidates will be subjected to a written/practical and oral assessment. The pool of applicants 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/290</u>	:	<u>PRINCIPAL FOOD SERVICES SUPERVISOR</u> Cape Winelands Health District
<u>SALARY</u>	:	R228 321 per annum
<u>CENTRE</u>	:	Stellenbosch Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Food Certificate. Experience: Appropriate and relevant Supervisory experience in a Food Service Unit. Inherent requirements of the job: Willingness to work shifts and overtime. Valid (Code B/EB) driver's license. Competencies (knowledge/ skills): Knowledge of cultural diversity and good communication/interpersonal skills. Working Knowledge of Disciplinary Procedures and the ability to maintain discipline and handle conflict. Sound organising skills and effective utilisation and supervision of the Food Service team. Knowledge of pest control, infection control, hygiene, occupational health and safety. Knowledge of HACCP (Hazard Analysis Critical Control Points and Food Safety Principles). Knowledge of therapeutic diets, food theory, preparation and cooking methods, production, quality and portion control according to standardised recipes in an Industrial Food Service Unit on a large scale. Computer literacy (Office Word and Excel), writing and numerical skills. Working knowledge of the ordering system (LOGIS). Knowledge of the National Guidelines for safe preparation, storage and handling of powdered infant formula for Health Facilities and Home Environment.
<u>DUTIES</u>	:	Control food preparation and production for Normal and therapeutic diets. Supervise and maintain the preparation and distribution of meals to the wards according to prescribed standardized recipes and the standard operation plan and maintain temperature control during the various processes. Ensure and uphold strict quality control systems for food, as well as stock management and ensure safe operation of machinery and equipment. Responsible for personnel administration (i.e. SPMS reports, duty rosters, annual leave schedules, training of sub-ordinates, staff meetings and disciplinary procedures). Effective utilisation and supervision of the Food Service team. Process statistics to ensure that the food expenditure remains within the budget, as well as assisting in the compilation of menu/meal costing. -Responsible for Food Service computerised costing systems and statistics. Responsible for the procurement process (LOGIS), e.g. order and receive supplies in the Food Service Unit. Monitor all activities related to the operations of the Food Services Unit according to Provincial Food Services SOPs.
<u>ENQUIRIES</u>	:	Ms C Jacobs Tel No: (021) 808-6100
<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. Shortlisted candidates may be required to do a practical test. The pool of applications will be considered for vacancies within Stellenbosch Hospital, 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."
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/291</u>	:	<u>ADMINISTRATION CLERK: SUPPORT (CASE MANAGEMENT)</u> Chief Directorate: Rural Health Services
<u>SALARY</u>	:	R228 321 per annum
<u>CENTRE</u>	:	Worcester Regional Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accounting as a passed subject and/or Senior Certificate (or equivalent) with experience/competences that focus on the Key Performance areas of the post. Experience: Appropriate CLINICOM

	experience. Appropriate ICD10 coding. Competencies (knowledge/skills): Competent in MS Word and MS Excel. Knowledge of Hospital Fees Memorandum policies and procedures, Chapter 18, HIS/CLINICOM, UPFS and billing System and ICD10 Coding. Good communication, interpersonal, accounting, organizational and planning skills.
<u>DUTIES</u>	: Update daily medical aid patient records, verify valid authorization numbers, and review UPFS tick sheets and ICD-10 coding for accuracy. Maintain telephone and e-mail contact with service providers. Generate daily in- and outpatient lists for H2/3 and private patients from CLINICOM and ensure accurate processing through the billing system. Relief the Case Manager. Assist at the Pre-admission Clinic by providing patient admission quotations and ensuring proper filing and safekeeping of financial records.
<u>ENQUIRIES</u>	: Ms S Gcwabe Tel No: (023) 348-6458
<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. Shortlisted candidates will be subjected to a practical test. The pool of applicants will be considered for vacancies within Worcester Regional Hospital 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.
<u>CLOSING DATE</u>	: 12 December 2025
<u>POST 44/292</u>	: <u>ADMINISTRATION CLERK: FINANCE/ADMIN</u> Chief Directorate: Financial Accounting
<u>SALARY</u>	: R228 321 per annum
<u>CENTRE</u>	: Head Office, Cape Town, Finance Section: Payments
<u>REQUIREMENTS</u>	: Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and or Accountancy as a passed subject. Experience: Appropriate experience in Finance Department. Appropriate working experience in LOGIS and BAS. Inherent requirement: Willingness to rotate with the Finance Section and relieve colleagues. Competencies (knowledge/skills): Computer literacy (MS Office: Word, Excel, PowerPoint, email) relevant knowledge, skills, and experience in processes, procedures, prescripts and legislative framework, PFMA, NTTR and PTI, and the Accounting Officer's System of the Department of Health, including delegations. Knowledge and experience of LOGIS and BAS. In-depth knowledge of SCOA codes and reports on LOGIS and BAS. Knowledge and experience in Supplier Reconciliation. Working knowledge of ledger accounts and debt. Ability to analyse and provide solutions to problems. Good interpersonal and organisational skills. Strong sense of confidentiality and trustworthiness. Good written and communication skills.
<u>DUTIES</u>	: Provide a financial administrative service & overall management of activities within the office. Render an effective and efficient Sundry Creditors payment function. Ensure that invoices are paid within 30 days. Administration of payments on the LOGIS system. Capture credit notes and Disallowances. Payment queries and forwarding of remittances advice. Check and verify payment segments as listed in the SCOA list. Register of invoices. Pair invoices with the orders. Administration of payment batches and general document control.
<u>ENQUIRIES</u>	: Ms A Van Niekerk Tel No: (021) 483 6754 or email: aakifah.vanniekerk@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.
<u>CLOSING DATE</u>	: 12 December 2025
<u>POST 44/293</u>	: <u>ADMINISTRATION CLERK: WARDS</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	: R228 321 per annum
<u>CENTRE</u>	: Hanover Park Community Health Centre
<u>REQUIREMENTS</u>	: Minimum educational qualification: Senior certificate (or equivalent). Experience: Appropriate administrative experience within a health care facility. Inherent requirements of the job: Willingness to work shifts and through different departments. Provide an after-hour service over weekends and public holidays. Competencies (knowledge/skills): Knowledge of Procedure Manuals

		(Chapter 18) and Unified Patient Fees Schedule (UPFS) Manual. Knowledge of patient information system i.e. CLINICOM, TIER.net and PHCIS. Ability to function under pressure. Good administrative skills. Computer literacy.
<u>DUTIES</u>	:	Perform patient assessment and keep record of patient's attendance. Perform system updates. CLINICOM and manual discharges. Update monthly stats manually. File patient laboratory results and folders and manage stationery/stores. Handle patient enquiries and provide support to Supervisor.
<u>ENQUIRIES</u>	:	Ms M James Tel No: (021) 684-1302
<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 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. Candidates will be subjected to a written/practical, and oral assessment.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/294</u>	:	<u>ADMINISTRATION CLERK: REGISTRY (MEDICAL RECORDS) (X2 POSTS)</u>
<u>SALARY</u>	:	R228 321 per annum
<u>CENTRE</u>	:	Groote Schuur Hospital, Observatory
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in the duties and key responsibility areas of this post. Inherent requirements of the job: Compelled to work irregular hours (i.e. 12-hour shifts/nights/weekends/public holidays) independently with no supervision. Be physically fit with an ability to lift loads, be on your feet and climb ladders all day. Competencies (knowledge/skills): An in-depth knowledge of the HIS CLINICOM Tracking system, proven knowledge of medical records processes and procedures. An ability to work independently with minimum supervision and effectively within a team and to work under pressure with a high degree of accuracy and care for long periods. Computer literacy. High ethical standards as incumbent will have access to confidential files. Good communication skills (verbal and written). High degree of accuracy and concentration for long periods.
<u>DUTIES</u>	:	Complete relevant CLINICOM Case Note Tracking system transactions and enquiries. Render an effective and efficient after hour medical records service and folder management. Create and maintain an effective filing system. Accurately and timeously file and retrieve all requested patient folders or case notes. Provide folder management support to ECM GSH health records digitization. Maintenance of filing system banks and patient folder covers.
<u>ENQUIRIES</u>	:	Mr NR Weeder Tel No: (021) 404-4056
<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>	:	12 December 2025
<u>POST 44/295</u>	:	<u>SECRETARY</u> Garden Route District
<u>SALARY</u>	:	R228 321 per annum
<u>CENTRE</u>	:	Harry Comay Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Grade 12 plus Computing and Computer Applications. Experience: Appropriate experience in office administration as well as a meeting management skill (agendas, minutes and reports). Appropriate experience as a secretary in a health environment. Inherent requirements of the job: Valid (Code B/EB) driver's license, with willingness to drive a government vehicle. Competencies (knowledge/skills): Good communication and interpersonal skills, including good telephone etiquette. Ability to handle conflict and manage difficult clients. Ability to follow through instructions independently and to take initiative. Ability to function in a team and always maintain confidentiality. Office administration and maintaining a filing system. Typing and computer skills (MS Word, MS Office, Excel, Power Point, Teams and Outlook).
<u>DUTIES</u>	:	Maintain the effective and efficient general office administration and ad-hoc duties to the medical manager and the Clinical manager as well as their teams of the George Sub-district. Maintain effective filing systems, do

accommodation bookings and claim and stock management systems for Manager: Medical Services. Maintain electronic calendar, organize functions and meetings (do agendas, set up/book venues, do minutes and write reports). Provide clerical and administrative functions to the Hospital Facility Board. Effectively manage medical legal risk matters, enquiries and police reports. Engage with public requests and patient complaints, compliments and suggestions.

ENQUIRIES : Dr Z North Tel No: (044) 814 -1126
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 computer literacy test. The pool of applications will be considered for vacancies within Garden Route District, 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 : 12 December 2025

POST 44/296 : **FORENSIC PATHOLOGY OFFICER GRADE 1 TO 2**
 Chief Directorate: Emergency and Clinical Support Services

SALARY : Grade 1: R217 092 per annum
 Grade 2: R252 840 per annum

CENTRE : Forensic Pathology Services, Worcester Laboratory
REQUIREMENTS : 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 requirements of the job: Valid Code B/EB driver's license. Ability to work under pressure. Willingness to be trained in Forensic Investigation and Dissection. Ability to work with and lift corpses, (mutilated, decomposed, infectious viruses, obese). Be willing on travelling long distances and working standby duties/overtime. Competencies (knowledge/skills): Computer and software literacy in at least MS Word and Excel. Ability to be trained in 4X4 Vehicle handling. Ability to be trained in photography. Ability to communicate clearly and discreetly in person and in writing. Willingness to assist with duties in an X-ray room. Ability to achieve and maintain good interpersonal and working relations with staff and clients. Ability to interpret and apply policies. Will be required to deliver testimony in court proceedings.

DUTIES : 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 Forensic Pathology Laboratory.

ENQUIRIES : Mr P Albertyn Tel No: (023) 347-5353 or email: Paul.Albertyn@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. Shortlisted candidates will be subjected to a practical test. Candidates will be subjected to security clearance prior to appointment. The pool of applicants will be considered for vacancies within Forensic Pathology Service, Worcester Laboratory, 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 : 12 December 2025

POST 44/297 : **DENTAL ASSISTANT GRADE 1 TO 2**
 Chief Directorate: Metro Health Services

SALARY : Grade 1: R217 092 per annum
 Grade 2: R252 840 per annum

CENTRE : Oral Health Centre
REQUIREMENTS : Minimum educational qualification: Appropriate qualification or prescribed in-service training (with duration of less than 2 years) that allows for the required registration with the Health Professions Council of South Africa (HPCSA) as a Dental Assistant. Registration with the professional council: Registration with

	the HPCSA as a Dental Assistant. Experience: Grade 1: None after obtaining an appropriate qualification or prescribed in-service training that allows for the required registration with the HPCSA as Dental Assistant. Grade 2: A minimum of 10 years appropriate experience after obtaining an appropriate qualification or prescribed in-service training that allows for the required registration with the HPCSA as Dental Assistant. Competencies (knowledge/skills): Excellent communication skills. Good interpersonal skills. Ability to use own initiative and work independently. Good problem-solving and conflict resolution. Good Computer literacy (MS Word, Excel and Outlook).
<u>DUTIES</u>	: Assisting Dentists and Students. Disinfect clinical areas before and after treatment. Setting out clinical tray and materials for each clinic. Assisting with surgical procedures in theatre. All used Dental instruments to sterilize after each clinical session. Booking/follow-up and confirmation of bookings for clinics.
<u>ENQUIRIES</u>	: Ms VL Naidoo Tel No: (021) 370-4479 or email: Veronica.Naidoo@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. Shortlisted candidates will be subjected to a written and oral assessment. No payment of any kind is required when applying for this post. The pool of applications will be considered for vacancies within 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. -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>	: 12 December 2025
<u>POST 44/298</u>	: <u>FOOD SERVICES SUPERVISOR</u> Chief Directorate: Rural Health Services
<u>SALARY</u>	: R193 359 per annum
<u>CENTRE</u>	: George Regional Hospital
<u>REQUIREMENTS</u>	: Minimum educational qualification: General Education and Training Certificate (GETC)/Grade 9 (Std 7). Experience: Appropriate Food Service experience in an Industrial Food Service unit, within a hospital- or similar setting. Inherent requirements of the job: Willingness to work shifts (weekends and public holidays) and overtime. The physical ability to lift heavy objects and be on their feet the entire day. Competencies (knowledge/skills): Sound communication (read, speak and write) and numerical skills. Knowledge and skills about the operational procedures in an Industrial Food Service Unit. The ability to function in a group and to work under pressure. Knowledge of hygiene, occupational health, HACCP and safety principles and the incumbent must be able to work according to rules and standards and meet deadlines. Computer literate in Microsoft Word and Excel. Knowledge of the National Guidelines of safe preparation, storage and handling of powdered infant formula for Health Facilities and Home Environment.
<u>DUTIES</u>	: Implement standard menu, production planning and correct procedures for receipt, storage, preparation, stock control, portioning and distribution of food, supplements, tube- and bottle feeds. Follow prescribed standardized recipes and standard operation procedures. Maintain temperature control during various processes. Communicate any feedback from staff, patients and/or ward staff to the food service manager. Implement, maintain and effectively supervise safety and security measures as well as hygiene and infection control in food service unit and milk kitchen. Implement the food service financial management system, to ensure the food expenditure remains within the budget. Implement saving measures, check inventories and maintain security measures to limit the loss of stock, apparatus and equipment in the unit. Effective utilization and supervision of food service team, by means of allocating tasks and coordinating work schedules. Assist the Food Service Manager with checking duty rosters and HR related matters (recruitment and

		selection, orientation of new staff, in-service training, discipline, grievances and staff performance appraisal).
<u>ENQUIRIES</u>	:	Ms MJ Greyling Tel No: (044) 802-4423
<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. Shortlisted candidates will be subject to a practical test. The pool of applicants will be considered for similar vacant posts within George Regional Hospital 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/299</u>	:	<u>BOILER OPERATOR (BOILER HOUSE) (X3 POSTS)</u>
<u>SALARY</u>	:	R193 359 per annum
<u>CENTRE</u>	:	Groote Schuur Hospital, Observatory
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Grade 10 Certificate and an equivalent recognised National Steam Certificate. Experience: Appropriate experience working on large industrial boilers. Inherent requirements of the job: Must have an accredited qualification in the operation of coal fired John Thompson steam boilers. Required to do standby duties, and work nightshift and overtime. Competencies (knowledge/skills): Ability to plan ahead (pro-active), work independently as well as in a team and it would be required for the officer to learn & comply with in-house systems & procedures. Strict adherence to the Occupational Health and Safety Act. Be able to work under-pressure and be willing to work shifts when required.
<u>DUTIES</u>	:	Assist Artisan-Foreman with routine maintenance and repairs. Ensure adherence and compliance with Occupational Health standards and the Occupational Health and Safety Act. Ensure correct usage and flow of chemicals. Monitor boiler pressure in accordance with demand. Monitor the water/fuel level of the boiler. Perform administration functions.
<u>ENQUIRIES</u>	:	Mr K Mgcodo Tel No: (021) 404-6251
<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 applications will be considered for vacancies within Groote Schuur Hospital, 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. Shortlisted candidates may be subjected to a practical test as part of the recruitment process.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/300</u>	:	<u>ARTISAN ASSISTANT (AIR CONDITIONING/REFRIGERATION) (X2 POSTS)</u>
<u>SALARY</u>	:	R193 359 per annum
<u>CENTRE</u>	:	Groote Schuur Hospital, Observatory
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Grade 10 Certificate or (or equivalent). Experience: Appropriate experience and knowledge of Air Conditioning, Refrigeration plant, equipment, cold room repairs and split air conditioning experience. Inherent requirements of the job: Perform after hours repairs and standby duties. Competencies (knowledge/skills): Ability to work independently and under pressure. Good communication skills (verbal and written). Ability to plan ahead (pro-active), work independently as well as in a team and it would be required for the officer to learn & comply with in-house systems & procedures. Strict adherence to the Occupational Health and Safety Act.
<u>DUTIES</u>	:	Perform minor repairs to air conditioning plant and equipment and assist with emergency breakdowns (including after-hour repairs and standby duties). Assist with the installation of new plant and equipment and alterations when required. Assist Artisans with repairs, Maintenance, Inspection of Plant, equipment, machinery and installation projects. Complete and return repair requisitions and assist in ordering and controlling the workshop, materials and tools. Training and development of staff. Clean areas where work has been carried out.
<u>ENQUIRIES</u>	:	Mr K Mgcodo Tel No: (021) 404-6251

<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 these posts. Shortlisted candidates may be subjected to a practical assessment. The pool of applications will be considered for vacancies within Groote Schuur Hospital, 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/301</u>	:	<u>ARTISAN ASSISTANT (CARPENTRY)</u>
<u>SALARY</u>	:	R193 359 per annum
<u>CENTRE</u>	:	Groote Schuur Hospital, Observatory
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Grade 10 Certificate or (or equivalent). Experience: Appropriate experience and knowledge in joinery and machining in carpentry field. Inherent requirements of the job: Ability to lift, move and handle heavy power-tools. Competencies (knowledge/skills): Good communication skills (verbal and written). Ability to plan ahead (pro-active) and work independently as well as in a team. Strict adherence to the Occupational Health and Safety Act.
<u>DUTIES</u>	:	Assist in ordering and controlling the workshop, materials and tools. Complete and return repair requisitions and keep record of all repairs and perform the necessary administrative functions. Assist Artisans and Artisan Foreman in the performance of their duties. Maintain and repair hospital furniture and equipment. Assist with the execution of carpentry projects/repairs and maintenance at hospital.
<u>ENQUIRIES</u>	:	Mr K Mgcodo Tel No: (021) 404-6251 or Mr E Orgill Tel No: (021) 404-6208
<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 these posts. Shortlisted candidates may be subjected to a practical assessment. The pool of applications will be considered for vacancies within Groote Schuur Hospital, 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/302</u>	:	<u>ARTISAN ASSISTANT (UPHOLSTERY)</u>
<u>SALARY</u>	:	R193 359 per annum
<u>CENTRE</u>	:	Groote Schuur Hospital, Observatory
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Grade 10 Certificate or (or equivalent). Experience: Appropriate experience and knowledge in upholstery work, furniture repair, and operation of industrial sewing machines. Inherent requirements of the job: -Ability to lift, move and handle heavy materials and upholstery tools. Competencies (knowledge/skills): Knowledge of upholstery methods, materials, and tools. -Ability to measure, cut, and stitch upholstery fabrics. -Good communication skills (verbal and written). -Ability to work independently as well as in a team. -Strict adherence to the Occupational Health and Safety Act.
<u>DUTIES</u>	:	Assist the Artisan Upholsterer with upholstery repair and maintenance work on hospital furniture and equipment. Replace or repair damaged upholstery materials, foam, and covers. -Operate industrial sewing machines, hand tools, and power equipment safely. Assist Artisans and Artisan Foreman in the performance of their duties. -Complete and return repair requisitions and keep record of all repairs. Assist in ordering and controlling workshop materials, fabrics, and tools.
<u>ENQUIRIES</u>	:	Mr K Mgcodo Tel No: (021) 404-6251
<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. Shortlisted candidates may be subjected to a practical assessment. -The pool of applications will be considered for vacancies within Groote Schuur Hospital, 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.

<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/303</u>	:	<u>DATA CAPTURER</u> West Coast District
<u>SALARY</u>	:	R193 359 per annum
<u>CENTRE</u>	:	Saldanha PHC
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate data capturing experience in a Health Facility. Inherent requirements of the job: Valid (Code B/EB) driver's license and willingness to relief in other clinics. Competencies (knowledge/skills): Computer literacy (Word, Excel and Power Point) Excellent filling, recordkeeping and data capturing skills. Ability to work under pressure and to meet deadlines. Sound knowledge of patient information electronic systems PHCIS, ETR.net, Tier.net, Ideal Clinic, Sinjani etc.
<u>DUTIES</u>	:	Ensure quality information management by validation and analysing of data. Ensure effective record keeping and data management, maintaining of an accurate database on health information systems. Help with general system management related problems and assist with reporting calls to IT Helpdesk. Assist with effective administration, i.e. handle telephonic enquiries, faxing, photocopying and filling of documentation including patient registrations on systems. Provide an effective support function to the supervisor/managers of the Health Facilities.
<u>ENQUIRIES</u>	:	Ms BD Breedekamp Tel No: (022) 709-5066
<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>	:	12 December 2025
<u>POST 44/304</u>	:	<u>URSING ASSISTANT GRADE 1 TO 3 (WARD 2 MALE PRE DISCHARGE AND SECURE WARD) (X2 POSTS)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R174 261 per annum Grade 2: R203 271 per annum Grade 3: R239 559 per annum
<u>CENTRE</u>	:	Valkenberg Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate qualification that allows registration with the South African Nursing Council (SANC) as a Nursing Assistant. Registration with a professional council: Registration with the South African Nursing Council (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, public holidays, after hours, night duty and weekend cover for nursing. Willingness to work overtime when needed. Willingness to rotate to other wards when required. Willingness to rotate between departments in the facility. Competencies (knowledge/ skills): Good interpersonal, planning, and organisational skills. Computer literacy (MS Word, Excel & Outlook). Knowledge of the Mental Health Care Act, Child Care Act, Nursing Act and other relevant legislation.
<u>DUTIES</u>	:	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 T Rongwana Tel No: (021) 440-3339
<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. Shortlisted candidates will be subjected to a written/practical and oral assessment. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration 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)".-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.

<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/305</u>	:	<u>NURSING ASSISTANT GRADE 1 TO 3 (NEW BEGINNINGS HOUSE)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R174 261 per annum Grade 2: R203 271 per annum Grade 3: R239 559 per annum
<u>CENTRE</u>	:	Stikland Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Qualification that allows registration with the SANC as a Nursing Assistant. Registration with the professional council: Registration with the SANC as Nursing Assistant. Experience: Grade 1: None Grade 2: A minimum of 10 years appropriate/ recognisable experience in nursing after registration with the SANC as Nursing Assistant. Grade 3: A minimum of 20 years appropriate/ recognisable experience in nursing after registration with the SANC as Nursing Assistant. Inherent requirements 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): Knowledge of nursing care and procedures, nursing statutes, and other relevant legal frameworks. Must have good communication skills. Interpersonal skills
<u>DUTIES</u>	:	Assist patients with activities of daily living. To observe patients' behavior and actions in wards and in seclusion and provide elementary clinical nursing care. Maintain documentation and communication. Effective utilization of resources Maintain professional growth/ethical standards and self-development. Actively participating in in-service training interventions.
<u>ENQUIRIES</u>	:	Ms R Venter Tel No: (021) 940-4424
<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 written/practical and oral assessment. 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. "Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview." This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for a change in registration status)".
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/306</u>	:	<u>NURSING ASSISTANT GRADE 1 TO 3 (CHRONIC WARD FEMALE)</u> Cape Winelands Health District
<u>SALARY</u>	:	Grade 1: R174 261 per annum Grade 2: R203 271 per annum Grade 3: R239 559 per annum
<u>CENTRE</u>	:	Cape Winelands TB Centre, Breede valley Sub-district
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Qualification that allows registration with the 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/recognisable nursing experience after registration with the SANC as a Nursing Assistant. Grade 3: A minimum of 20 years appropriate/recognisable nursing experience after registration with SANC as a Nurse Assistant. Inherent requirements of the job: Willingness to work overtime when necessary. Will be required to work shifts, weekends, and

		public holidays. Must be prepared to assist in all departments according to operational needs. Ability to work under pressure. Competencies (knowledge/skills): Good communication, planning and interpersonal skills. Ability to work in the multidisciplinary team. Enhance patient care through the implementation of SOP's, policies, and guidelines.
<u>DUTIES</u>	:	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 R Van Rooyen Tel No: (023) 348 -1309
<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). "The pool of applications will be considered for vacancies within Cape Winelands TB Centre, 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."
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/307</u>	:	<u>TRADESMAN AID</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R163 680 per annum
<u>CENTRE</u>	:	Valkenberg Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Grade 10 (or equivalent). Experience: Appropriate experience in tasks performed in a maintenance workshop within a hospital setting. Appropriate experience of workshop tools. Inherent requirements of the job: A valid (Code B) driver's license. Ability to operate and use required tools and equipment skillfully and safely. Ability to perform heavy physical labour. Competencies (knowledge/skills): Ability to handle tools, parts and materials. Ability to work in a team and independently. Knowledge of Occupational Health and Safety.
<u>DUTIES</u>	:	Carry out minor maintenance and repairs tasks. Assist with repairs and emergency breakdowns (including after hours' repairs). Assist with the installation of plant equipment and alterations. Assist with the control and requisitioning of material and parts. Clean areas where work has been carried out. Ensure that all tools and materials are available before commencing any tasks. Assist the Artisans in the execution of their respective duties.
<u>ENQUIRIES</u>	:	Mr W Roos Tel No: (021) 440-3192
<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. Short-listed candidates will be subjected to a written/practical and oral assessment. The pool of applications will be considered for vacancies within Metro Health Services (MHS) 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/308</u>	:	<u>CLEANER</u> Central Karoo District
<u>SALARY</u>	:	R138 486 per annum
<u>CENTRE</u>	:	Prince Albert Clinic
<u>REQUIREMENTS</u>	:	Minimum requirement: Basic literacy and numeracy. Experience: Appropriate cleaning experience in a health environment. Inherent requirements of the job: Physically able to lift and/or move heavy objects and supplies. Ability to operate machinery and equipment used in domestic Clinic cleaning services. Willingness to rotate to other clinics in the Sub District. Competencies

		(knowledge/skills): Good interpersonal and communication skills. Knowledge of the correct methods of handling and disposal of refuse/waste products and to adhere to policies and cleaning procedures. Ability to operate machinery and equipment. Knowledge of legislation and policies of the Department of Health and Wellness relevant to cleaning practise.
<u>DUTIES</u>	:	General cleaning, housekeeping and maintenance (i.e. dust/sweep/ polish/ scrub/ mop/ clean windows/ walls/equipment/machinery and refuse removal.) Ensure effective Waste management, Linen Management etc. Effective and efficient utilization and storage of cleaning materials and equipment. Provide optimal support to the supervisor and colleagues with general housekeeping duties and services. Adhere to general hygienic and safe environment in terms of standards and procedures.
<u>ENQUIRIES</u>	:	Mr E Usabamahoro Tel No: (023) 814 - 0001
<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/written assessment. The pool of applications will be considered for vacancies within Central Karoo District, 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/309</u>	:	<u>HOUSEHOLD AID (GENERAL CLEANING AND CRECHE SERVICES)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R138 486 per annum
<u>CENTRE</u>	:	Lentegeur Hospital
<u>REQUIREMENTS</u>	:	Minimum requirement: Basic Numeracy and literacy skills. Experience: Appropriate experience working in a Creche environment. Inherent requirements of the job: Willingness to work shift and/or rotation basis. Ability to do physical tasks and operate household equipment. Competencies (knowledge/skills): Good interpersonal relations and communications skills (oral and written) with supervisor, colleagues and the public. Appropriate knowledge with the use of the cleaning equipment, materials and cleaning detergents; stock and linen. Basic knowledge of cleaning and laundry procedures.
<u>DUTIES</u>	:	Prepare plate and serve meals and beverages to children. Ensure the control of cleaning of household equipment, sorting, unpacking and washing dirty linen. Ensure daily counting of used linen and clean linen. Correct usage of equipment and chemicals also maintenance of general neatness and hygiene of the area. Attend in-service training appropriate to service delivery. Provide a hygienically clean, safe and secure environment. Support Supervisor and staff at the creche and other areas of Support Services.
<u>ENQUIRIES</u>	:	Ms A Brandt Tel No: (021) 830-2704
<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. Short listed candidates will be subjected to a written and oral assessment. 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/310</u>	:	<u>HOUSEHOLD AID</u> Garden Route District
<u>SALARY</u>	:	R138 486 per annum
<u>CENTRE</u>	:	Alan Blyth Hospital
<u>REQUIREMENTS</u>	:	Minimum requirement: Basic numeracy and literacy. Experience: Appropriate household/cleaning experience in a health facility environment. Inherent requirements of the job: Willingness to work weekends, overtime, public holidays and shift duty. Willingness to relief in other departments according to operational requirements. Competencies (knowledge/skills): Appropriate knowledge of the correct methods of handling and disposal of refuse/waste products and adherence to policy and cleaning practices. Good communication

		and interpersonal skills. Appropriate knowledge of stock, assets, linen and equipment control. The ability to work under pressure. The ability to do physical tasks and operate heavy duty cleaning and household equipment.
<u>DUTIES</u>	:	Deliver an effective cleaning service such as dusting, washing, scrubbing, polishing, washing and refuse removal. Adhere to safety measures and ensure adherence to Occupational Health and Safety policies and Infection Prevention Control measures. Render assistance to the supervisor with general housekeeping duties such as control of cleaning and household equipment, care and control of linen and serving of meals and drinks to patients. Support to housekeeping supervisor and adhere to policies and cleaning practices.
<u>ENQUIRIES</u>	:	Mr E Adcock Tel No: (028) 551 - 1010
<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/written assessment. The pool of applications will be considered for vacancies within Central Karoo District, 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/311</u>	:	<u>GROUNDSMAN</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R138 486 per annum
<u>CENTRE</u>	:	Alexandra Hospital
<u>REQUIREMENTS</u>	:	Minimum requirement: Basic numeracy and literacy skills. Ability to read and write. Experience: Appropriate Groundsman experience in a hospital environment. Inherent requirements of the job: Able to do manual labour and be physically fit. Willingness to work overtime, when required. Competencies (knowledge/skills): Good interpersonal and communication skills. Knowledge of Occupational Health and Safety. Be flexible and do routine work. Must be of sober habits. Capacity to work amongst people with disabilities or special mental healthcare needs. Ability to use and handle gardening equipment.
<u>DUTIES</u>	:	(Effective maintenance of hospital grounds. To render general and groundsman services. Perform all activities related to gardening and grounds, pruning of trees, cleaning of gutters etc. Effective removal of domestic and medical waste. Effective administration and support to Supervisor.
<u>ENQUIRIES</u>	:	Mr F Leukes Tel No: (021) 503-5066
<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. Short listed candidates will be subjected to a written and oral assessment. No payment of any kind is required when applying for this post. The pool of applicants will be considered for similar posts 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.
<u>CLOSING DATE</u>	:	12 December 2025
<u>POST 44/312</u>	:	<u>MEDICAL SPECIALIST GRADE 1 TO 3 (SESSIONAL) (ANAESTHETICS)</u> <u>(20 HOURS PER WEEK)</u> (1-Year Contract)
<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 Anaesthesiology. Registration with the Professional Council: Registration with the HPCSA as Medical Specialist in Anaesthesiology. Experience: Grade 1: None after registration with the HPCSA as a Medical Specialist in Anaesthesiology. Grade 2: A minimum of 5 years' appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Anaesthesiology. Grade

3: A minimum of 10 years' appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Anaesthesiology. Competencies (knowledge/ skills): Ability to function well in a team environment and a team player, with good inter-personal skills. Comprehensive skills and experience in leadership, administration and management related to anaesthesia and peri-operative medicine. Computer literacy, good communication, analytic and problem-solving skills. Insight into challenges in Health Care in South Africa and Africa, and diversity, transformation and equity. MMed in Anaesthesia. Proven record of effective leadership and organisational ability in clinical Anaesthesia and Perioperative Medicine. Research experience. Strong educational or teaching experience background in both the under and post-graduate domains. Strong moral and ethical record in anaesthetic practice. Willingness to participate in the CMSA exams.

DUTIES : The management of specialist anaesthetic patients within the Department and at related hospitals to Groote Schuur, Red Cross War Memorial Children's, New Somerset and Mowbray Maternity Hospitals. Provide comprehensive clinical services. Provide academic leadership in the areas of under - and postgraduate teaching, training and research. Build and maintain Departmental team spirit and development. Organise and contribute to the anaesthetic skills training courses. Contribute to the administration and management of the department. Outreach and support to referring institutions. Fellowship opportunity in cardiac or neuro anaesthesia. Manage and provide leadership to Registrars and contribute significantly to the administrative duties of the combined department including, assessments and performance management.

ENQUIRIES : Ms C Wyngaard Tel No: (021) 404-5004
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 applications will be considered for vacancies within Groote Schuur Hospital, 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. Please ensure that you attach an updated CV. 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 : 12 December 2025

POST 44/313 : **MEDICAL SPECIALIST GRADE 1 TO 3 (PAEDIATRICS) (3 HOUR SESSIONS PER WEEK)**
 Chief Directorate: Metro Health Services
 (3 Year Contract)

SALARY : Grade 1: R646 per hour
 Grade 2: R737 per hour
 Grade 3: R853 per hour

CENTRE : Mowbray Maternity Hospital
REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Specialist in Paediatrics. Registration with the Professions Council: Registration with the HPCSA as Medical Specialist in Paediatrics. Experience: **Grade 1:** None after registration with the HPCSA as Medical Specialist in Paediatrics. **Grade 2:** A minimum of 5 years' appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employees) as Medical Specialist in Paediatrics. **Grade 3:** A minimum of 10 years' appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employee) as a Medical Specialist in Paediatrics. Inherent requirement of the job: Valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Ability to manage all neonatal cases comprehensively including ventilation of

tertiary level patients. Appropriate experience in bereavement and palliative care counselling. Proven leadership abilities and experience in supervision of staff and resources and proven experience in principles of planning, organizing and implementation. Proven knowledge of public health policies, guidelines and related prescript to manage resources effectively and research experience as a primary investigator or research supervisor. Computer literacy.

DUTIES : Assistance in and management of neonatal services at MMH, including perinatal audit meetings, management decisions, patient counselling and management referrals from the drainage area. Conduct ward rounds and oversee the daily operations of the neonatal department. Clinical supervision of doctors in training/direct staff supervision: especially NICU acute neonatal emergencies and training on complex patients. Training of junior staff, and under- and postgraduate students. Liaise with the community neonatal care services rendered by the community-based health workers and department of social development. Adhere to requirements for all people management and financial matters.

ENQUIRIES : Dr A Daniels Tel No: (021) 659-5562
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 subjected to a written/practical and oral assessment. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration 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)". 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 : 12 December 2025

POST 44/314 : **MEDICAL OFFICER: GRADE 1 TO 3 (OCCUPATIONAL HEALTH) (20 SESSIONS)**
 12 Months Contract

SALARY : Grade 1: R482 per hour
 Grade 2: R550 per hour
 Grade 3: R636 per hour

CENTRE : Red Cross War Memorial Children's Hospital, Rondebosch
REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner. Registration with the Professional Council: Registration with the HPCSA as Medical Practitioner. Experience: **Grade 1:** None after registration as a Medical Practitioner with the HPCSA in respect of SA qualified employees. 1-year relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of who is not required to perform Community Service as required in South Africa. **Grade 2:** A minimum of 5 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 6 years relevant experience after registration as a Medical Practitioner with a recognized foreign Health 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 a Medical Practitioner with a recognized foreign Health Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Competencies (knowledge/skills): Ability to provide effective clinical occupational health services in conjunction with the OHS team. Ability to achieve and maintain good interpersonal relations with staff. Ability to provide effective clinical occupational health services. In conjunction with the OHS team Excellent

	report, clinical note and referral writing skills. Experience with teamwork, planning, organizing and coordination. Excellent interpersonal, administrative, communication, analytical and problem-solving skills. Display empathy for staff, promote advocacy and facilitate holistic treatment. Good time management. Appropriate experience in Occupational health and safety.
<u>DUTIES</u>	: Maintain an effective medical surveillance programme. Providing care for occupational diseases, injuries and exposures, and referrals as appropriate with the OHS Team Establish and maintain a staff immunisation programme. Incapacity (impairment and disability) assessments. Provide occupational health technical input on procurement of Personal Protective Equipment. Documentation, Data management and reporting i.e. OHASIS. Workplace Health Risk Assessments (HRA) / Hazard Identification and Risk Assessments (HIRA) Development of workplace risk exposure profiles. Development of occupational risk exposure profiles. Employee health promotion. Employee education and training. Maintenance of up-to-date and relevant OHS Policies, Procedures (SOPs), and Manuals. Disseminate policies and procedures to enhance the health and safety of staff in the institute.
<u>ENQUIRIES</u>	: Email: Galiema.Haroun@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. 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). The pool of applications will be considered for vacancies within Red Cross Hospital 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.
<u>CLOSING DATE</u>	: 12 December 2025
<u>POST 44/315</u>	: <u>DENTIST GRADE 1 TO 3 (SESSIONAL) (MAXILLOFACIAL AND ORAL SURGERY) (20 HOURS PER WEEK) (X5 POSTS)</u> Chief Directorate: Metro Health Services (Contract until 31 December 2028)
<u>SALARY</u>	: Grade 1: R468 per hour Grade 2: R550 per hour Grade 3: R636 per hour
<u>CENTRE</u>	: Oral/Dental Training Hospital (Centres)
<u>REQUIREMENTS</u>	: Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Dentist. Registration with the Professional Council: Registration with the HPCSA as Dentist. Experience: Grade 1: None after registration as Dentist with the HPCSA in respect of SA-qualified employees, 1-year relevant experience after registration as Dentist with a recognized foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform community service, as necessary in South Africa. Grade 2: Minimum of 7 years' appropriate experience as Dentist after registration with the HPCSA as a Dentist in respect of SA-qualified employees. Minimum of 8 years' relevant experience after registration as Dentist with a recognized foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform community service, as necessary in South Africa. Grade 3: Minimum of 12 years' appropriate experience as Dentist after registration with the HPCSA as a Dentist in respect of SA-qualified employees. Minimum of 13 years' relevant experience after registration as Dentist with a recognized foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform community service, as necessary in South Africa. Inherent requirements of the job: Valid Driver's license. Competencies (knowledge/skills): Appropriate experience in Maxillofacial and Oral Surgery. Postgraduate qualification in Minor Oral Surgery, Dental Implantology, or a master's degree in a clinical discipline of Dentistry. Experience in teaching and training of undergraduate dental

	(dentistry, dental therapy, oral hygienist) students in a clinical environment at an academic institution. Appropriate post qualification clinical experience (excluding community service).
<u>DUTIES</u>	: Manage and treat patients in the Maxillofacial Oral Surgery clinic. Oral surgery procedures. Assess students' preparedness (theory and clinical). Ensure optimal and safe patient care. Record keeping and administration in the Maxillofacial Oral Surgery Administration duties involved in undergraduate training in the Department.
<u>ENQUIRIES</u>	: Dr N Behardien Tel No: (021) 937-3081/7
<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)". Short listed candidates will be subjected 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 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>	: 12 December 2025

DEPARTMENT OF INFRASTRUCTURE

<u>CLOSING DATE</u>	: 26 January 2026
<u>NOTE</u>	: Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to complete a practical assessment and attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00. you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert. Please ensure that you submit your application before the closing date as no late applications will be considered.

OTHER POSTS

<u>POST 44/316</u>	: <u>PROFESSIONAL ENGINEER (PRODUCTION LEVEL): REGIONAL ROADS MANAGEMENT REF NO: DOI 95/2025 R1 (X2 POSTS AVAILABLE IN OUDTSHOORN)</u>
<u>SALARY</u>	: Grade A: R879 342 - R938 061 per annum, (OSD Prescribed) Grade B: R990 669 - R1 067 235 per annum, (OSD Prescribed) Grade C: R1 127 100 - R1 323 267 per annum, (OSD Prescribed)
<u>CENTRE REQUIREMENTS</u>	: Department of Infrastructure, Western Cape Government. An appropriate Civil Engineering Degree (B Eng/ BSC(Eng)) or relevant qualification; A minimum of 3 years post-qualification engineering experience required; Compulsory registration with ECSA as a Professional Engineer; A valid Code B driving license. Competencies: Knowledge of the following: Land use planning, economics, relevant legislation, regulations, policies and acts; Road design and construction; Project management; Strategic capability and leadership; Professional judgement; Networking. Skills needed: Financial management; Written and verbal communication; Analytical; Computer-aided engineering applications; Research and development; Technical report writing, Problem solving.
<u>DUTIES</u>	: Provide comment and recommendations on development applications affecting the proclaimed road network; Develop mechanisms and procedures to counteract illegal activity affecting the proclaimed road network; Identify road safety problems, develop and implement remedial measures; Coordinate and manage in-house road construction, reseal, re gravel and specialised routine

		road maintenance activities conducted at the Regional Office and District Municipalities; Develop procedures and methods to improve on productivity and quality of inhouse projects; Manage acceptance and quality control procedures and compile design standard specifications for inhouse projects; Compile tender documentation and technical specifications for the acquisition of road building and maintenance material as well as other road services; Undertake other duties in support of the District Road Engineer; Extensive relevant experience and working knowledge of the following will be advantageous: Road-built environment; Management of road construction and maintenance projects; Road planning, design and financial management; Project management; Construction equipment and effective implementation thereof; Supply chain and procurement processes, Environmental legislation and Occupational Health and Safety regulations.
<u>ENQUIRIES</u>	:	Mr X Smuts Tel No: (044) 272 6071
<u>APPLICATIONS</u>	:	Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co
<u>POST 44/317</u>	:	<u>ASSISTANT DIRECTOR: SCM CAPACITY BUILDING REF NO: DOI 17/2025 R1</u>
<u>SALARY</u>	:	R468 459 - R561 894 per annum (Level 09)
<u>CENTRE</u>	:	Department of Infrastructure, Western Cape Government
<u>REQUIREMENTS</u>	:	An appropriate 3-year B-Degree (equivalent or higher qualification); A minimum of 3 years experience in Supply Chain Management/Finance/Audit environment. Competencies: Knowledge of the following: Relevant legislative and regulatory requirements pertaining to Supply Chain Management; Supply Chain Management; Planning and organising; Problem solving and decision making; Project management; Communication and information management; Team membership.
<u>DUTIES</u>	:	Design, develop and implement a comprehensive capacity-building program to strengthen acquisition and contract management skills across the organization; Identify skills gaps and create targeted training materials, workshops and programs tailored to procurement, contract management, and supply chain management; Facilitate capacity building in SCM, by the rollout of training initiatives, collaborating with other departments to ensure programs are well integrated with existing processes and meet organizational goals; Manage, co-ordinate, monitor and facilitate the successful implementation of capacity building initiatives in SCM, by engaging with internal stakeholders across various departments to understand capacity-building needs, challenges, and opportunities within acquisition and contract management; Implement the supply chain management system by using data analytics and employee feedback to continually improve acquisition and contract management methodologies; Prepare reports for leadership on program impact, recommending adjustments to improve outcomes; Draft and implement departmental policies and standard operating procedures with reference to capacity building in SCM (Acquisition and Contract Management).
<u>ENQUIRIES</u>	:	Ms P van der Merwe Tel No: (021) 483 6915
<u>APPLICATIONS</u>	:	Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co
<u>POST 44/318</u>	:	<u>ASSISTANT DIRECTOR: ACQUISITION AND CONTRACT MANAGEMENT REF NO: DOI 18/2025 R1 (X2 POSTS)</u>
<u>SALARY</u>	:	R468 459 - R561 894 per annum (Level 09)
<u>CENTRE</u>	:	Department of Infrastructure, Western Cape Government
<u>REQUIREMENTS</u>	:	An appropriate 3-year B-Degree equivalent or higher qualification; A minimum of 3 years experience in a Supply Chain Management/Finance/Audit environment. Competencies: Knowledge of the following: Relevant legislative and regulatory requirements pertaining to Supply Chain Management; Monitoring and evaluation methods, tools and techniques; Business and management principles involved in strategic planning, resource allocation, human resources modelling, leadership technique, production methods, and coordination of people and resources; Principles and processes for providing customer and personal services, including needs assessment, meeting quality standards for services, and evaluation of customer satisfaction; Public Finance

		Management Act (PFMA), Treasury Regulations and guidelines; SCM Regulations, practice notes, circulars, policy frameworks; Preferential Procurement Policy Framework Act and its associated regulations. Skills needed: Communication & Information management; Proven computer literacy; Numeracy; Project management; Planning and organising; Problem-solving and decision-making; Team membership.
<u>DUTIES</u>	:	Manage forms of bidding (competitive, limited, transversal and unsolicited) including policy. Perform the related activities to the functioning of the SC committee system, inclusive of the secretariat service; Manage quotation procurement (written and verbal), emergency procurement and petty cash procurement; Manage forms of specialised procurement (consultants, IT, infrastructure/construction, roster, list of selected suppliers) policy, as well as managing the participating in contracts arranged by other organs of state policy; Facilitate, renew, extend and cancel contracts; Process contract amendments, contract breach and/or disputes and administer contract negotiations; Monitor and report on contracts and collate data for contract performance and relations.
<u>ENQUIRIES</u>	:	Ms P van der Merwe Tel No: (021)483 6915
<u>APPLICATIONS</u>	:	Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co
<u>POST 44/319</u>	:	<u>ENGINEERING TECHNICIAN (PRODUCTION LEVEL): PLANT MANAGEMENT REF NO: DOI 10/2025 R1 (X2 POSTS)</u>
<u>SALARY</u>	:	Grade A: R371 253 - R396 522 per annum, (OSD Prescribed)
<u>CENTRE</u>	:	Department of Infrastructure, Western Cape Government.
<u>REQUIREMENTS</u>	:	An appropriate 3-year National Diploma in Megatronic/Mechanical Engineering or relevant qualification; Compulsory registration with the Engineering Council of South Africa (ECSA) as an Engineering Technician: Mechanical/Mechatronics; A minimum of 3 years relevant post qualification technical(engineering) experience; A valid driving license (Code B or higher).Competencies: Knowledge of the following: Technical: Project Management; Technical design and analysis; Research and development; Computer-aided engineering applications; AutoCAD drawing; Legal compliance; Technical report writing; Technical consulting; Generic: Problem-solving and analysis; Decision making; Team work; Creativity; Customer focus and responsiveness; Communication(written and verbal); Computer skills; People Management; Planning and Organising; Change Management; Good analytical.
<u>DUTIES</u>	:	Render technical services: Assist engineers, technologists and associates in field, workshop and technical office activities; Promote safety in line with statutory and regulatory requirements; Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology and produce technical designs with specifications and submit for evaluation and approval by the relevant authority; Perform administrative and related functions; Provide input into the budgeting process as required; Compile and submit reports as required; Provide and consolidate inputs to the technical/engineering operational plan; Develop, implement and maintain databases; Supervise and control technical and related personnel and assets; Research and development: Continuous professional development to keep up with new technologies and procedures; Research/literature studies on technical engineering technology to improve expertise; Liaise with relevant stakeholders on engineering related matters.
<u>ENQUIRIES</u>	:	Mr M Subailey Tel No: (021) 959 7700
<u>APPLICATIONS</u>	:	Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co
<u>POST 44/320</u>	:	<u>ROAD WORKER SUPERVISOR: ROUTINE MAINTENANCE REGION 1 (STANFORD) REF NO: DOI 186/2024 R1</u>
<u>SALARY</u>	:	R193 359 - R227 766 per annum (Level 04)
<u>CENTRE</u>	:	Department of Infrastructure, Western Cape Government
<u>REQUIREMENTS</u>	:	Grade 10 (or equivalent qualification); A minimum of 3 years relevant experience; A valid (Code EC) driving license with a professional driving permit (PDP). Competencies: Good understanding of the maintenance and repair of

		defect on roads and within road reserves; Conflict and diversity management; Skills needed: Communication (verbal and written); Ability to work under pressure and meet deadlines; Ability to work in a team; Self-motivated.
<u>DUTIES</u>	:	Manage and supervise a Team; Plan, supervise and undertake road maintenance activities; Determine material quantities for road maintenance activities; Define road defects and undertake corrective measures; Safeguard work areas in terms of the Occupational Health and Safety Act; Train subordinates; Experience in the following will be advantageous: Civil construction activities; Operating large construction machines; Management and supervision of staff; Administrative related experience.
<u>ENQUIRIES</u>	:	Mr A Koopman Tel No: (021) 863 2020
<u>APPLICATIONS</u>	:	Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co
<u>POST 44/321</u>	:	<u>OPERATOR: CONSTRUCTION AND SPECIALISED MAINTENANCE (BOTRIVIER) REF NO: DOI 191/2024 R1</u>
<u>SALARY</u>	:	R193 359 - R227 766 per annum (Level 04)
<u>CENTRE</u>	:	Department of Infrastructure, Western Cape Government
<u>REQUIREMENTS</u>	:	Grade 10 certificate or equivalent; A minimum of 3 years experience operating various Construction machinery on road construction and maintenance; A valid code EC driving license with a professional driving permit (PDP). Competencies: Proven knowledge of Construction and Specialised Maintenance Machinery, i.e.: Excavator, Digger Loader, Tipper Truck, Mechanical Broom, Sit-on Tandem Roller, Water Truck, Frontend Loader, Line Marking Machine; Verbal and written communication skills; Ability to work under pressure and meet deadlines; Reliable; Able to work in a Team.
<u>DUTIES</u>	:	Operate various types of Construction Machinery; Support road specialists in the construction, maintenance and repair of roads; Perform manual labor; Undertake general duties to support road specialists with the construction, maintenance and repair and cleaning of roads which may include maintenance or improvement of road surfaces, road reserves, road signs and road markings, waterways and structures and related activities; Supervision and utilization of labourers to ensure effective management of subordinates; Perform generic administrative functions pertaining to the post; Appropriate working knowledge and experience in the following will be advantageous: Construction, maintenance and repair of roads; Operating of minor construction machinery and hand tools; Civil construction activities; Operating general minor and large construction machines; Management and Supervision of staff.
<u>ENQUIRIES</u>	:	Mr A Koopman Tel No: (021) 863 2020
<u>APPLICATIONS</u>	:	Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co
<u>POST 44/322</u>	:	<u>ROAD WORKER SUPERVISOR (CONCRETE TEAM): CONSTRUCTION AND SPECIALISED MAINTENANCE (PAARL) REF NO: DOI 197/2024 R1</u>
<u>SALARY</u>	:	R193 359 - R227 766 per annum (Level 04)
<u>CENTRE</u>	:	Department of Infrastructure, Western Cape Government
<u>REQUIREMENTS</u>	:	Grade 10 (or equivalent qualification); A minimum of 3 years relevant experience; A valid (Code EC) driving licence with a professional driving permit (PDP). Competencies: Good understanding of the following: Operating of concrete construction related machines; Interpretation of basic civil drawing pertaining to concrete works; Operation and maintenance of plant (concrete mixer, poker, vibrator, drill, skill saw and flat truck); Skills needed: Supervisory skills; Communication (verbal and written); Ability to work under pressure and meet deadlines; Ability to work in a team; Self-motivated.
<u>DUTIES</u>	:	Management of Concrete Team during construction and maintenance of the proclaimed Road Network; Construction of new concrete structures with the ability to read drawings and bending schedules; Install shuttering, staging, reinforcement, mixing, pouring and finishing of concrete; Requisition of materials; Operation and maintenance of plant (concrete mixer, poker vibrator, drill, skill saw and flat truck); Operating of various types of machinery and equipment; Repair and maintain roads, ground shoulder and waterways; Supervision and utilization of labourers to ensure effective management of subordinates; Perform generic administrative functions pertaining to the post;

	Extensive experience and knowledge of the following will be advantageous: Civil Concrete works; Safety precautions whilst operating machinery and equipment; Operating general minor and large construction machines; Management and Supervision of staff; Usage of small tools and equipment; Tarand gravelled road surfaces.
<u>ENQUIRIES APPLICATIONS</u>	: Mr A Koopman Tel No: (021) 863 2020 : Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co
<u>POST 44/323</u>	: <u>ROAD WORKER: ROUTINE MAINTENANCE REGION 1 (NAPIER) REF NO: DOI 138/2025</u>
<u>SALARY CENTRE REQUIREMENTS</u>	: R163 680 - R192 810 per annum (Level 03) : Department of Infrastructure, Western Cape Government : Ability to read and write/Adult Basic Education and Training (ABET 2/Grade 5). Competencies: A good understanding of the construction, maintenance and repair of roads; Written and verbal communication skills; Ability to work under pressure and meet deadlines; Ability to work in a team; Reliable.
<u>DUTIES</u>	: Support road specialists in the construction, maintenance and repair of roads; Perform manual labour; Undertake general duties to support road specialists with the construction, maintenance and repair and cleaning of roads which may include maintenance or improvement of road surfaces, road reserves, road signs and road markings, waterways and structures and related activities; Experience in the following will be advantageous: Operating of minor construction machinery; Operating of hand tools; Civil construction activities.
<u>ENQUIRIES APPLICATIONS</u>	: Mr Andre Koopman Tel No: (021) 863 2020 : To apply, please complete an application form (Z 83) and current CV (5 pages maximum). The post being applied for and the reference number must be clearly indicated on the Z83 application form. To submit your application, there are 3 methods in which you can apply, please only use 1 of the following: 1.Hand deliver your application for Attention: Western Cape Government Jobs, 44 Gannet Street Pelican Heights, Cape Town (From Monday to Friday between 07:00am to 17:00pm); Or 2.Post your application for Attention: Western Cape Government Jobs, PO Box 22432, Fish Hoek, 7974, Or 3.Email your application to, westerncape@respond.co.za Clearly indicate the reference number of post in email subject line and ensure attachments are in the appropriate format (MS Word or PDF).
<u>NOTE</u>	: Applications not submitted on or before the closing date as well as faxed copies will not be considered. If you did not receive any correspondence within 3 months of closing date, consider your application as unsuccessful. NB: Applicants from relevant local communities will receive preferences. The selection process will be guided by the EE targets of the employing department.

DEPARTMENT OF LOCAL GOVERNMENT

<u>APPLICATIONS</u>	: Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co
<u>CLOSING DATE</u>	: 26 January 2026
<u>NOTE</u>	: Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to complete a practical assessment and attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16.00. you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert. Please ensure that you submit your application before the closing date as no late applications will be considered.

OTHER POST

POST 44/324 : **DEPUTY DIRECTOR: SPECIALISED SUPPORT (INTERVENTIONS) REF NO: LG 39/2025**

SALARY : R896 436 per annum (Level 11), (all-inclusive salary package)
CENTRE : Department of Local Government, Western Cape Government
REQUIREMENTS : An appropriate 4-year legal qualification or LLB; A minimum of 3 years management level experience in a legal support or related environment; A valid code B (or higher) driving license. NB People with disabilities that restrict driving abilities, but who have reasonable access to transport, may also apply. Competencies: Knowledge of the following: Applicable policies, prescripts, legislation and procedures; Public administration; Skills needed: Research, analysis, and application of legislation; Applied strategic thinking; Decision making; Citizen focus and responsiveness; Analysing and fact-finding skills; Project Management.

DUTIES : Manage the provision of specialised support on governance issues in response to municipalities needs; Manage the provision of specialised support on governance issues in response to municipalities needs; Review approaches to support with the aim to improve such based on lessons learnt; Manage the advocacy and capacity building regarding anti-corruption, fraud and maladministration policies and guidelines in municipalities; Performance and information management and reporting; Manage Human Resources of the component; Plan the components budget and manage income and expenditure; The following will be advantageous; Admitted as an attorney or advocate of the High Court, who has duly completed the Law Society of South Africa board examinations or national bar examinations; Manage the provision of assistance with regard to functional and operational legal support and assistance in respect of formal provincial interventions justified or required in terms of Section 139 of the Constitution and the Western Cape Monitoring and Support of Municipalities Act.

ENQUIRIES : Dr S Greyling Tel No: (021) 483 6126

WESTERN CAPE MOBILITY DEPARTMENT

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

CLOSING DATE : 26 January 2026
NOTE : Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to complete a practical assessment and attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00. you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert. Please ensure that you submit your application before the closing date as no late applications will be considered.

OTHER POSTS

POST 44/325 : **CUSTOMER RELATIONS OFFICER: PRESERVICE DELIVERY (ATHLONE) REF NO: WCMD 116/2025**

SALARY : R325 101 - R382 959 per annum (Level 07)
CENTRE : Western Cape Mobility Department
REQUIREMENTS : An appropriate 3-year National Diploma/B-Degree (equivalent or higher qualification); A minimum of 1-year administrative support experience in a PRE Service Delivery and/or Operating License Administration working environment. Competencies: Knowledge of the following: National Land Transport Act (ActNo.5 of 2009); Processing of applications for operating licenses; Functions, activities, processes and procedures of a Walk-In-Centre; Financial management, monitoring and reporting procedures, systems and reports of Directorate; General office administration and database management; General support systems; Information and Record

		Management/Administration; Administrative procedures and processes; Computer-based information systems. Skills needed: Numeracy; Literacy; Computer Literacy; Written and verbal communication; Project Management; Accounting, Finance and Audit; Economic, Financial and Statistical Analysis; Legal Administration; Reporting; Problem-solving; Planning; Organising; Research; Ability to work under pressure; Willingness to work irregular hours and meet tight deadlines.
<u>DUTIES</u>	:	Render assistance with the handling of enquiries; Customer Relations Management; Business Process Management; Render administrative support services.
<u>ENQUIRIES</u>	:	Mr HMF Kirkwood Tel No: (021) 483 8970
<u>POST 44/326</u>	:	<u>ADMINISTRATIVE OFFICER: PRESERVICE DELIVERY (ATHLONE) REF NO: WCMD117/2025</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R325 101 - R382 959 per annum (Level 07) Western Cape Mobility Department 3-year National Diploma/B-Degree (equivalent or higher qualification); A minimum of 1year administrative support experience in an operating license processing working environment. Competencies: Knowledge in the following: National Land Transport Act (ActNo.5 of 2009); Road Transportation Act (Act No. 74 of1977); Western Cape Road Transportation Amendment Law Act (Act No. 8of 1996); National Land Transport Regulations of2009; Public Finance Management Act (PFMA),National Treasury Regulations, Provincial Treasury Instructions, guidelines; Processing of applications for operating licenses; Preparation of cases and the presentation thereof at adjudication meetings; preparation of cases for the cancellation of operating licenses; Information and Record Management/Administration; Understanding in how to notify operators of renewals. Skills needed: Numeracy; Literacy; Computer Literacy; Written and verbal communication; Project Management; Accounting, Finance and Audit; Economic, Financial and Statistical Analysis; Legal Administration; Reporting ;Problem-solving; Planning; Organising; Research; Ability to work under pressure; Willingness to work irregular hours and meet tight deadlines.
<u>DUTIES</u>	:	Render support with the processing of operating license applications; Perform communication duties; Coordinate attendance of committee hearings; Render effective utilisation of the ProSystem; Render supervisory functions.
<u>ENQUIRIES</u>	:	Mr HMF Kirkwood Tel No: (021) 483 8970
<u>POST 44/327</u>	:	<u>ADMINISTRATION CLERK: OPERATING LICENSE PROCESSING (GOODWOOD)- 5 POSTS AVAILABLE (VANGATE) REF NO: WCMD 115/2025</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R228 321 - R268 950 per annum (Level 05) Western Cape Mobility Department Grade 12 (Senior Certificate or equivalent qualification). Competencies: Good understanding of the following: Clerical duties, practices as well as the ability to capture data, operate computer and collecting statistics; Legislative framework governing the Public Service; Working procedures in terms of the working environment. Skills needed: Customer Care, Reporting, Problem-solving, Creative thinking, Decision making; Ability to work under pressure; Willingness to work irregular hours and meet tight deadlines.
<u>DUTIES</u>	:	Render general clerical support services; Provide supply chain clerical support services within the component; Provide personnel administration clerical support services within the component; Provide financial administration support services in the component.
<u>ENQUIRIES</u>	:	Ms JM Abrahams Tel No: (021) 483 0240
<u>POST 44/328</u>	:	<u>PROVINCIAL INSPECTOR: TRAFFIC LAW ENFORCEMENT (VARIOUS POSTS AVAILABLE) REF NO: WCMD 118/2025</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R269 499 per annum (Level 06) Western Cape Mobility Department, Western Cape Government Grade 12 (or equivalent qualification); A minimum of 1-year practical experience in the field of Traffic Law Enforcement Operations on date of appointment; Must be in possession of a Basic Traffic Diploma from a training institution accredited by the RTMC on date of appointment; A valid Code B/EB (or higher)manual driving licence; No criminal record or pending criminal case.

Competencies: Knowledge of the following: National Road Traffic Act (NRTA)93/96; National Land Traffic Act(NLTA) 5/2009; National Road Traffic Regulations (NRTR) 2000;Criminal procedures Act (CPA)51/77; Excellent communication(written and verbal) and report writing skills in at least two of the official languages of the Western Cape; Defensive driving skills; Ability to work under pressure and deal with conflict, Conflict management and Leadership skills.

- DUTIES** : Enforce and ensure Road Traffic Law Enforcement, Public Passenger and Transport legislation; Implement planned and approved traffic law enforcement activities/operations; Co-ordinate and safe-guard accident scenes and ensure the free flow of traffic through point duty and traffic control; Escort abnormal vehicles and loads to ensure safe movement thereof. Execute high visibility policing and ensure crime prevention activities; Execute overload screening and control at weighbridges; Perform of all administrative activities and related duties.
- ENQUIRIES** : Mr D Paton Tel No: (022) 713 1286
- CLOSING DATE** : 15 December 2025

DEPARTMENT OF THE PREMIER

- APPLICATIONS** : Only applications submitted online will be accepted. To apply submit your application online only: via <http://www.westerncape.gov.za/jobs> or <https://westerncapegov.erecruit.co>
- CLOSING DATE** : 26 January 2026
- NOTE** : Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to complete a practical assessment and attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16.00. you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert. Please ensure that you submit your application before the closing date as no late applications will be considered.

OTHER POSTS

- POST 44/329** : **CHIEF NETWORK TECHNOLOGIST: CAPE WINELANDS - WORCESTER**
REF NO: DOTP 84/2025
- SALARY** : R468 459 - R561 894 per annum (Level 09)
- CENTRE** : Department of the Premier, Western Cape Government
- REQUIREMENTS** : An appropriate 3-year National Diploma/B-Degree (equivalent or higher qualification) in Information Technology or related; A Minimum of 3 year's experience in network infrastructure management or information technology; A valid (Code B or higher) driving licence. Competencies: Knowledge of the following: Networks; ICT Infrastructure; Technical standards/ procedures; Needs and priorities of stakeholders; Managerial functions; Service Level Agreements; National & International IT policies and Trends; Financial management; Project management; HR matters; Skills needed: Computer; Planning and organising; Organising; Research; Creativity; Decision making; Planning and co-ordination; Problem solving and Conflict management; Ability to work independently and as part of a team; Communication skill (written and verbal).
- DUTIES** : Plans, organises and controls activities of staff and contractors who are responsible for the development of infrastructure; Quality control; Develop and maintain network infrastructure; Prepares documentation including training manuals; Liaison with client departments; Experience in Remote/Telephonic IT support will be advantageous.
- ENQUIRIES** : Mr L Lategan Tel No: (021) 435 4000
- POST 44/330** : **EDUCATION TRAINING AND DEVELOPMENT PRACTITIONER:**
MANAGEMENT AND LEADERSHIP DEVELOPMENT REF NO: DOTP
85/2025
- SALARY** : R468 459 - R561 894 per annum (Level 09)

**CENTRE
REQUIREMENTS**

: Department of the Premier, Western Cape Government
: An appropriate 3-year National Diploma/B-Degree (equivalent or higher qualification) the human or social sciences field; A minimum of 3years relevant experience. Competencies: Knowledge of the following: Theory and practice of human resource development, utilising various learning methodologies and electronic platforms; Statutory and strategic human resource development frameworks of the public service; Implementation of human resource development interventions in an adult learning environment; Theories in the curriculum development environment; Quality assurance in a human resource development environment; Policies of the government of the day; Constitutional, legal and institutional arrangements governing the South Africa public sector; Understanding of Communities of Practice pertaining to the learning and development (L&D) ecosystem; Understanding of the role of Knowledge Management in the Innovation space, including linkages to a repository of smart practices and the WCG PDO data hub. Skills needed: Facilitation and presentation, inclusive of management level; Future-looking developmental foresight, including Innovative meta competencies; A “start-up” mentality, thinking out of the box and viewing problems from multiple angles; Adaptability and agility in decision making; Understanding of how to leverage technology towards promoting innovation; Research capability; Curriculum development, including the online environment; Networking, communication and deliberation capabilities; Analytical and problem-solving; Conceptual and formulation; Project management; Liaison, consultation and stakeholder management; Team building and inter-personal; Planning and organising; Computer literacy; Willingness and appetite to challenge the norm/risk taking to arrive at the most effective way to solve problems. Able to work across different layers and functions of the organisation and Innovation ecosystem. Ability to identify opportunities for creating and strengthening partnerships. Communication and deliberation abilities.

DUTIES

: Contribute to the following learning delivery services within the Directorate Training: Presenting training programmes and courses with own capacity; Facilitation of training programmes and courses presented by experts from provincial department; Facilitation of training programmes and courses presented by external service providers; The programming and scheduling of training interventions; Special human resource development projects allocated to the Sub-directorate; Carry out all course administration. Provide professional curriculum design services to the Directorate Training with the following: The design, development and accreditation of new training curricula, courses and learning programmes within the Sub-directorate Curriculum Development and Quality Assurance; Undertake quality assurance in respect of the Quality Management System(QMS) for International Organisation for Standardisation (ISO 9001:2015) and the Public Service Education and Training Authority(PSETA); Ongoing evaluation and updating/reviewing/conversion to the online environment of learning programmes. Liaise with provincial, national and international role-players in respect of training and development matters. Provide input in respect of the operational work of other units of the Chief Directorate as required. Provide input in respect of the operational management of the Directorate and/or Sub-directorate, with particular reference to the development of business and operational plans.

ENQUIRIES

: Mr J van der Westhuizen at Jannie.vanderwesthuizen@westerncape.gov.za

DEPARTMENT OF SOCIAL DEVELOPMENT

**CLOSING DATE
NOTE**

: 26 January 2026
: Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to complete a practical assessment and attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00. you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert. Please ensure that you submit your application before the closing date as no late applications will be considered.

OTHER POSTS

<u>POST 44/331</u>	:	<u>CENTRE MANAGER: RESIDENTIAL CARE CENTRE MANAGEMENT REF NO: DSD 102/2025</u> (2 Year Contract Based in Outeniekwa)
<u>SALARY</u>	:	R896 436 per annum (Level 11), (all-inclusive salary package)
<u>CENTRE</u>	:	Department of Social Development, Western Cape Government.
<u>REQUIREMENTS</u>	:	Appropriate 3-year National Diploma/B- Degree (equivalent or higher qualification); A minimum of 3 years middle management level experience in a secure or substance treatment residential care or related environment; A valid (Code B or higher) driving license. NB: People with disabilities that restrict driving abilities, but who have reasonable access to transport, may also apply. Competencies: Knowledge of the following: Analytic, diagnostic, assessment tools, evaluation methods and processes (Social Worker); Personnel Management; Supervision Framework for Social Workers; Social Work legislation related to children; Social work theory and interventions; Information and Knowledge Management; Protocol and professional ethics. Skills needed: Organising and planning; Project planning; Psychosocial intervention; Communication and language; People management practices; Conflict management; Interpersonal; Report-writing; Computer literacy; Presentation and facilitation; Problem solving and analytical; Client orientation and customer focus.
<u>DUTIES</u>	:	Effective service delivery in terms of National, Provincial frameworks and international accords / models of residential care standard operating procedures; Ensure effective, efficient and economic use of appropriate funds and physical resources; Effective people management; Operational management of the facility.
<u>ENQUIRIES</u>	:	Ms L Goosen Tel No: (021) 202 9251
<u>APPLICATIONS</u>	:	Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co
<u>POST 44/332</u>	:	<u>SOCIAL WORK SUPERVISOR (WITZENBERG SDA) REF NO: DSD 91/2025</u>
<u>SALARY</u>	:	Grade 1: R477 564 – R561 378 per annum, (OSD Prescribed)
<u>CENTRE</u>	:	Department of Social Development, Western Cape Government
<u>REQUIREMENTS</u>	:	Formal tertiary qualification in Social Work (e.g. Bachelor of Social Work) that allows professional registration with the SACSSP; Registration with the SACSSP as a Social Worker; A minimum of 7 years appropriate experience in social work after registration as Social Worker with the SACSSP. Competencies: Knowledge of the following: Job related knowledge; Analytic, diagnostic, assessment tools, evaluation methods and processes; Personnel Management; Supervision Framework for Social Workers; Social Work legislation related to children; Social work theory and interventions; Information and Knowledge Management; Protocol and professional ethics. Skills needed: Communication (written and verbal); Proven computer literacy; Organising and planning; Project planning; Psychosocial intervention; Report writing; Presentation and facilitation; Analytical and problem-solving; Client orientation and customer focus.
<u>DUTIES</u>	:	Ensure that a social work service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes is rendered; Attend to any other matters that could result in or stem from social instability in any form; Supervise employees: Supervise and advise social workers, social auxiliary workers and volunteers to ensure an effective social work service; Keep up to date with new developments in the social work field; Supervise all the administrative functions required in the unit and undertake the higher level administrative functions; It will be advantageous to have a valid code B driving license.
<u>ENQUIRIES</u>	:	Ms A Van Reenen at Tel No: (021) 4839392.
<u>APPLICATIONS</u>	:	Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co

<u>POST 44/333</u>	:	<u>SOCIAL WORK POLICY DEVELOPER: SERVICES TO FAMILIES REF NO: DSD 36/2025 R1</u>
<u>SALARY</u>	:	Grade 1: R453 201 – R514 470 per annum, (OSD as prescribed) Grade 2: R535 035 – R725 754 per annum, (OSD as prescribed)
<u>CENTRE REQUIREMENTS</u>	:	Department of Social Development, Western Cape Government Formal Tertiary Qualification in Social Work (e.g. Bachelor of Social Work) that allows professional registration with the South African Council for Social Service Professions; Compulsory registration with SACSSP as a Social Worker; A minimum of 8years appropriate experience in social work after registration as Social Worker with the SACSSP; A valid code B (or higher) driving license. Competencies: Knowledge of the following: Integrated knowledge and experience in the Partial Care Sector- After School Care; Policy Analysis and development; Community development; Legislation of local government; Integrated Development Planning; Legislation, policies and procedures governing Non-Profit Organisations (NPO); Management of, as well as types of programmes relevant to NPOs. Skills in the following: Mentoring and training; Facilitation skills; Project Management skills; Planning and organizing; Networking skills; Communication (written and verbal); Professional counselling skills; Financial management; Presentation skills; Monitoring and evaluation skills; Inter-sectoral collaboration and partnership skills; Intergovernmental relations skills; Ability to compile complex reports; Contract Management.
<u>DUTIES</u>	:	Conduct Financial and Governance assessments for existing and new NPOs; Financial and Governance Oversight; Administration and Analysis of on-Financial Data (NFD); Compliance Monitoring and Regulatory Adherence; Conduct Stakeholder Engagement and Rapid Response.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr T Kwakwini Tel No: (021) 483 4115 Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co
<u>POST 44/334</u>	:	<u>SOCIAL WORKER: SOCIAL WORK SERVICES (POSTS AVAILABLE IN VARIOUS LOCATIONS) REF NO: DSD 92/2025</u>
<u>SALARY</u>	:	Grade 1: R325 200 – R382 374 per annum, (OSD as prescribed) Grade 2: R397 119 – R459 996 per annum, (OSD as prescribed) Grade 3: R477 564 – R561 378 per annum, (OSD as prescribed) Grade 4: R585 441 – R725 754 per annum, (OSD as prescribed)
<u>CENTRE REQUIREMENTS</u>	:	Department of Social Development, Western Cape Government A relevant tertiary qualification in Social Work (Bachelor of Social Work) that allows professional registration with the South African Council for Social Service Professions as Social Worker; Registration with the South African Council for Social Service Professions as a Social Worker; Grade 1: No experience; Grade 2: A minimum of 10 years appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions; Grade 3: A minimum of 20 years appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions; Grade 4: A minimum of 30 years appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions. Competencies: Knowledge of the following: Supervision Framework for Social Workers; Human behaviour and social systems and skills to intervene at the points where people interact with their environments in order to promote social well-being; Social work theory and interventions; Information and Knowledge Management; Protocol and professional ethics; Relevant legislations, policies and prescripts (norms and standards); Social dynamics, work values and principles; Developing and empowering others. Skills in the following: Challenge structural sources of poverty, inequality, oppression, discrimination and exclusion; Written and verbal communication; Report-writing; Self-management; Motivation; Good planning and organizing; Problem solving and analytical; Computer literacy; Presentation and facilitation; Client orientation and customer focus; Ability and competence to assist, develop, advocate for, and empower individuals, families, groups, organisations and communities to enhance their social functioning and their problem-solving capabilities; Ability to promote, restore, maintain, advocate for and enhance the functioning of individuals, families, groups and communities by enabling them to accomplish

	tasks, prevent and alleviate distress and use resources effectively; Understanding and ability to provide social work services towards protecting people who are vulnerable, at risk and unable to protect themselves; Ability to mentor and coach Social Workers Grade 1.
<u>DUTIES</u>	: Render a social work service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes (Case work, groupwork and Community work).Attend to any other matters that could result in, or stem from, social instability in any form; Supervise and Support Social Auxiliary Workers; Continuous Professional Development. Keep up to date with new developments in the social work and social welfare fields; Perform all the administrative functions required of the job; It will be advantageous to have a valid Code B (or higher) driving license.
<u>ENQUIRIES APPLICATIONS</u>	: Ms M Essop Tel No: (021) 763 6200 : Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co
<u>POST 44/335</u>	: <u>SOCIAL WORKER: SOCIAL WORK SERVICES (POSTS AVAILABLE IN VARIOUS LOCATIONS) REF NO: DSD 103/2025</u>
<u>SALARY</u>	: Grade 1: R325 200 – R382 374 per annum, (OSD as prescribed) Grade 2: R397 119 – R459 996 per annum, (OSD as prescribed) Grade 3: R477 564 – R561 378 per annum, (OSD as prescribed) Grade 4: R585 441 – R725 754 per annum, (OSD as prescribed)
<u>CENTRE REQUIREMENTS</u>	: Department of Social Development, Western Cape Government : A relevant tertiary qualification in Social Work (Bachelor of Social Work) that allows professional registration with the South African Council for Social Service Professions as Social Worker; Registration with the South African Council for Social Service Professions as a Social Worker; Grade 1: No experience; Grade 2: A minimum of 10 years appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions; Grade 3: A minimum of 20 years appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions; Grade 4: A minimum of 30 years appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions. Competencies: Knowledge of the following: Supervision Framework for Social Workers; Human behaviour and social systems and skills to intervene at the points where people interact with their environments in order to promote social well-being; Social work theory and interventions; Information and Knowledge Management; Protocol and professional ethics; Relevant legislations, policies and prescripts (norms and standards); Social dynamics, work values and principles; Developing and empowering others. Skills in the following: Challenge structural sources of poverty, inequality, oppression, discrimination and exclusion; Written and verbal communication; Report-writing; Self-management; Motivation; Good planning and organizing; Problem solving and analytical; Computer literacy; Presentation and facilitation; Client orientation and customer focus; Ability and competence to assist, develop, advocate for, and empower individuals, families, groups, organisations and communities to enhance their social functioning and their problem-solving capabilities; Ability to promote, restore, maintain, advocate for and enhance the functioning of individuals, families, groups and communities by enabling them to accomplish tasks, prevent and alleviate distress and use resources effectively; Understanding and ability to provide social work services towards protecting people who are vulnerable, at risk and unable to protect themselves; Ability to mentor and coach Social Worker Grade 1.
<u>DUTIES</u>	: Render a social work service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes (Case work, groupwork and Community work).Attend to any other matters that could result in, or stem from, social instability in any form; Supervise and Support Social Auxiliary Workers; Continuous Professional Development. Keep up to date with new developments in the social work and social welfare fields; Perform all the administrative functions required of the job; It will be advantageous to have a valid Code B (or higher) driving license.
<u>ENQUIRIES</u>	: Ms I April Tel No: (044) 814 1654

<u>APPLICATIONS</u>	:	Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co
<u>POST 44/336</u>	:	<u>STAFF NURSE: PROFESSIONAL SERVICES (CLANWILLIAM) REF NO: DSD 27/2025 R1</u>
<u>SALARY</u>	:	Grade 1: R220 614 – R250 500 per annum, (OSD Prescribed) Grade 2: R262 287– R298 932 per annum, (OSD Prescribed) Grade3: R306 798 – R382 107 per annum, (OSD Prescribed)
<u>CENTRE REQUIREMENTS</u>	:	Department of Social Development, Western Cape Government Grade 1: Qualification that allows registration with the SANC as Staff Nurse; Registration with the SANC as Enrolled Nurse. Grade 2: Qualification that allows registration with the SANC as Staff Nurse; Registration with the SANC as Enrolled Nurse; A minimum of 10 years appropriate/recognisable experience in nursing after registration with the SANC as Enrolled Nurse. Grade 3: Qualification that allows registration with the SANC as Staff Nurse; Registration with the SANC as Enrolled Nurse; A minimum of 20 years appropriate/recognisable experience in nursing after registration with the SANC as Enrolled Nurse. Competencies: Knowledge of the following: Nursing care processes and procedures, Nursing statutes; Nursing Act; Health Act; Occupational Health and Safety Act; Patient Rights Charter; Batho-Pele principles; Public Service Regulations; Labour Relations Act; Disciplinary code and procedure; Grievance procedure act; Skills needed: Written and verbal communication skills; Elementary facilitation skills; Responsiveness; Ability to function as part of a team.
<u>DUTIES</u>	:	Development and implementation of basic patientcare plans: Ensure maintenance of patient hygiene; Sustain nutritional status of patients; Facilitate the mobility of patients; Facilitate the elimination processes; Provide basic clinical nursing care: Measure, interpret and record vital signs; Operate all relevant apparatus and equipment; Assist professional nurses with clinical procedures (i.e. administering of intramuscular injections);Preparation of patients for diagnostic and surgical procedures; Effective utilization of resources: Order stock and equipment in a cost-effective manner; Report loss or damage immediately; Maintain professional growth/ethical standards and self-development: To maintain the code of conduct as required in the Public Service and by the Professional Body; Seek learning opportunities, i.e.in-service training, courses.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms D Baugaard Tel No: (021) 826 5972 Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co
<u>POST 44/337</u>	:	<u>SOCIAL AUXILIARY WORKER: SOCIAL WORK SERVICES (POSTS AVAILABLE IN VARIOUS LOCATIONS) REF NO: DSD 93/2025</u>
<u>SALARY</u>	:	Grade 1: R192 972 – R218 409 per annum, (as prescribed by OSD) Grade 2: R227 292 – R259 368 per annum, (as prescribed by OSD) Grade 3: R270 009 - R339 438 per annum, (as prescribed by OSD)
<u>CENTRE REQUIREMENTS</u>	:	Department of Social Development, Western Cape Government Grade 1: Grade 10 plus completion of the learnership to allow registration with the South African Council for Social Service Professions (SACSSP) as Social Auxiliary Worker; Registration with the SACSSP as Social Auxiliary Worker; A valid code B driving licence. Competencies: Knowledge and basic understanding of the following: Human behaviour, relationship system and social issues; South African Social Welfare context the policy and practice of developmental social welfare services; South African judicial system and the legislation governing and impacting of social auxiliary work; Basic knowledge of financial matters related to social auxiliary work. Skills needed: Good communication (written and verbal); Proven computer literacy; Information and Knowledge Management (Keep precise records and compile accurate reports); Organising and planning; Presentation and facilitation; Report writing, Problem solving and analytical; Client orientation and customer focus.
<u>DUTIES</u>	:	Provide assistance and support to social workers with the rendering of a social work service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant departmental programmes; Assist social workers to attend to any other matters

		that could result in, or stem from, social instability in any form; Continuous professional development; Perform administrative support functions in support of social workers as required of the job.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms J Grundlingh Tel No: (028) 7134147
	:	Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co
<u>POST 44/338</u>	:	<u>SOCIAL AUXILIARY WORKER: SOCIAL WORK SERVICES (POSTS AVAILABLE IN VARIOUS LOCATIONS) REF NO: DSD 95/2025</u>
<u>SALARY</u>	:	Grade 1: R192 972 – R218 409 per annum, (as prescribed by OSD) Grade 2: R227 292 – R259 368 per annum, (as prescribed by OSD) Grade 3: R270 009 - R339 438 per annum, (as prescribed by OSD)
<u>CENTRE REQUIREMENTS</u>	:	Department of Social Development, Western Cape Government
	:	Grade 1: Grade 10 plus completion of the learnership to allow registration with the South African Council for Social Service Professions (SACSSP) as Social Auxiliary Worker; Registration with the SACSSP as Social Auxiliary Worker; A valid code B driving licence. Competencies: Knowledge and basic understanding of the following: Human behaviour, relationship system and social issues; South African Social Welfare context the policy and practice of developmental social welfare services; South African judicial system and the legislation governing and impacting of social auxiliary work; Basic knowledge of financial matters related to social auxiliary work. Skills needed: Good communication (written and verbal); Proven computer literacy; Information and Knowledge Management (Keep precise records and compile accurate reports); Organising and planning; Presentation and facilitation; Report writing; Problem solving and analytical; Client orientation and customer focus.
<u>DUTIES</u>	:	Provide assistance and support to social workers with the rendering of a social work service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant departmental programmes; Assist social workers to attend to any other matters that could result in, or stem from, social instability in any form; Continuous professional development; Perform administrative support functions in support of social workers as required of the job.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms E Basson Tel No: (021) 812 0944
	:	Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co
<u>POST 44/339</u>	:	<u>CHILD AND YOUTH CARE WORKER: PROFESSIONAL SERVICES (POSTS AVAILABLE AT VARIOUS FACILITIES) REF NO: DSD 104/2025</u>
<u>SALARY</u>	:	Grade 1: R184 320 – R206 802per annum, (OSD as prescribed) Grade 2: R215 181 – R243 750 per annum, (OSD as prescribed)
<u>CENTRE REQUIREMENTS</u>	:	Department of Social Development, Western Cape Government
	:	A Grade 12 qualification (Senior Certificate or equivalent qualification) Experience: Grade 1: No experience; Grade 2: Minimum of 10 years appropriate experience in Child and Youth Care Work after having obtained the required qualification; A valid (Code B or higher) driving license. NB: People with disabilities that restrict driving abilities, but who have reasonable access to transport, may also apply. Competencies: Knowledge of the following: Developmental programmes; Clerical/ Administrative processes and procedures; Rules and procedures of the care centre; Planning and organising skills; Ability to intervene and resolve conflict; Problem solving skills; Planning and organising skills; Conduct him/herself in a respectful manner when dealing with clients; Communication (written and verbal) skills; Proven computer literacy; Have the ability to work with children in conflict with the law.
<u>DUTIES</u>	:	Receive children and youth to the care facility after admission; This would include the following actions: Engagement; Assessment / Plan of Action; Implementation of Developmental and Recreational Programs; Monitor and evaluation of developmental and recreational programs; Referral of professional services (e.g. Appointment register, observation book, occurrence book); Enhance participation of the learners at the Facility in sport, recreation, arts and culture programmes and services; Continuous Professional Development; Perform administrative work and clerical functions as required.
<u>ENQUIRIES</u>	:	Ms D Baugaard Tel No: (021) 826 5972

<u>APPLICATIONS</u>	:	Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co
<u>POST 44/340</u>	:	<u>REGISTRY CLERK: LOGISTICALSERVICES (POST AVAILABLE IN VARIOUS LOCATIONS) REF NO: DSD 98/2025</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R228 321- R268 950 per annum (Level 05) Department of Social Development, Western Cape Government.
	:	Grade 12 (Senior Certificate or equivalent qualification). Competencies: A good understanding of the following: Registry duties and practices; Legislative framework governing the Public Service; Storage and retrieval procedures in terms of the working environment. Skills needed: Written and verbal communication; Planning and organisation; Problem-solving.
<u>DUTIES</u>	:	Provide registry counter services; Handle incoming and outgoing correspondence; Render an effective filing and record management service; Operate office machines in relation to the registry function; Process documents for archiving and/ disposal; It will be advantageous to have a valid (Code B or higher) driving license. NB: People with disabilities that restrict driving abilities, but who have reasonable access to transport, may also apply.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms D Smith Tel No: (022) 713 2272
	:	Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co
<u>POST 44/341</u>	:	<u>ADMINISTRATION CLERK: LOGISTICALSERVICES (POSTS AVAILABLE IN VARIOUS LOCATIONS) REF NO: DSD 101/2025</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R228 321 - R268 950 per annum (Level 05) Department of Social Development, Western Cape Government.
	:	Grade 12 (Senior Certificate or equivalent qualification). Competencies: Good understanding of the following: Clerical duties and capturing; Skills needed: Proven computer literacy; Planning and organisation; Communication (written and verbal); Flexibility and decision –making; Presentation skills.
<u>DUTIES</u>	:	Render general clerical support services; Provide supply chain clerical support services within the component; Provide personnel administration clerical support; Provide financial administration support services. It will be advantageous to have relevant experience.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms D Smith Tel No: (022) 713 2272
	:	Only applications submitted online will be accepted. To apply submit your application online only: via http://www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co
<u>POST 44/342</u>	:	<u>DRIVER: SECONDARY FUNCTIONS: LOGISTICAL SERVICES REF NO: DSD 99/2025 (X3 POSTS AVAILABLE IN BEAUFORT WEST, GEORGE, MOSSEL BAY)</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R193 359 – R227 766 per annum (Level 04) Department of Social Development, Western Cape Government
	:	Junior Certificate (Grade 10); A minimum of 1 year experience; A valid (Code B or higher) driving license. Competencies: A good understanding of the following: Legislative framework governing the public service and registry functions.
<u>DUTIES</u>	:	Perform general driver duties; Deliver an effective and efficient messenger service to the component; Assist with registry procedures; Perform administrative and related functions; It will be advantageous to have a minimum of 7 months relevant experience.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms I April Tel No: (021) 763 6217
	:	To apply, please complete an application form (Z 83) and current CV (5 pages maximum). The post being applied for and the reference number must be clearly indicated on the Z83 application form. To submit your application, there are 3 methods in which you can apply, please only use 1 of the following: 4. Hand deliver your application for Attention: Western Cape Government Jobs, 44 Gannet Street Pelican Heights, Cape Town (From Monday to Friday between 07:00am to 17:00pm); Or Post your application for Attention: Western Cape Government Jobs, PO Box 22432, Fish Hoek, 7974,

NOTE

- Or 6. Email your application to, westerncape@respond.co.za Clearly indicate the reference number of post in email subject line and ensure attachments are in the appropriate format (MS Word or PDF).
- : Applications not submitted on or before the closing date as well as faxed copies will not be considered. If you did not receive any correspondence within 3 months of closing date, consider your application as unsuccessful. NB: Applicants from relevant local communities will receive preferences. The selection process will be guided by the EE targets of the employing department.