



FREE STATE PROVINCIAL GOVERNMENT



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

FREE STATE PROVINCE

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

DEPARTMENT OF HEALTH

Directions to applicants Applications must be submitted on form Z.83, obtainable from any Public Service Department and must be accompanied by certified copies of qualifications (a transcript of results must be attached), driver's license, identity document and a C.V. (Separate application for every vacancy). Applicants are requested to complete the Z83 form properly and in full. Qualification certificates must not be copies of certified copies. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered timely. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA), and must please attach proof of the level of their qualifications after evaluation on all applications. No e-mailed or faxed applications will be considered. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their application was unsuccessful.

HEALTH HUMAN RESOURCE MANAGEMENT CIRCULAR NO 63 OF 2015

CLOSING DATE: 13 NOVEMBER 2015

CHIEF DIRECTOR (IDMS STRATEGIC AND TECHNICAL ADVISOR) (FIVE YEAR CONTRACT)

REFERENCE NO.: H/C/35

SALARY: R988 152.00 per annum. (All inclusive package)

CENTRE: INFRASTRUCTURE AND ENGINEERING SERVICES CHIEF DIRECTORATE

REQUIREMENTS: Degree in either Architecture, Quantity Surveying, Engineering Registration as a Built Environment Professional with relevant Professional Councils in South Africa. Valid Drivers' Licence. Computer literate. 6-8 years Senior Management experience with the roll out of the IDMS in a Government Department. 10 years' experience in a general built environment in a professional capacity

RECOMMENDATIONS: NONE

DUTIES: To provide strategic advice and direction in the built environment for the implementation of the Infrastructure Delivery Management System of Government in all Health Facilities. Implement the Infrastructure Delivery Management System [IDMS]. Assist with the capacitation of personnel employed in the Infrastructure Unit. Provide technical and strategic inputs and guidance to Health Facility Planning and Commissioning. Provide technical and strategic inputs and guidance to the management of Infrastructure Projects and Programmes. Direct Health Maintenance Projects and Programmes.

ENQUIRIES: Mr AN Baartman, Tel No.: (051) 4081666

APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

DIRECTOR: HEALTH TECHNOLOGY

REFERENCE NO.: H/D/13

SALARY: R819 126.00 per annum. (OSD)

CENTRE: HEALTH TECHNOLOGY DIRECTORATE

CENTRE: INFRASTRUCTURE AND ENGINEERING SERVICES CHIEF DIRECTORATE

REQUIREMENTS: Degree in Health Sciences or Degree and/or Diploma in Electrical or Mechanical or Clinical Engineering Public Sector Management and/or related Management experience in the planning, commissioning and maintenance of medical equipment [6 - 8 years' experience post qualification]. 5 Years' middle management experience. Valid Driver's licence. Computer literate.

DUTIES: To direct and monitor the specification, procurement, application, use and maintenance of health technology services. Direct and manage strategic healthcare technology planning and assessment. Manage medical equipment acquisition and deployment. Direct and manage health technology maintenance services. Direct health technology policies, norms and procedures. Manage risks and quality improvements. Manage people. Manage finances.

ENQUIRIES: AN Baartman, Tel No.: (051) 4081666

APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

DIRECTOR INFRASTRUCTURE DELIVERY MANAGEMENT

REFERENCE NO.: H/D/12

SALARY: R819 126.00 per annum. (All inclusive package)

CENTRE: INFRASTRUCTURE AND ENGINEERING SERVICES CHIEF DIRECTORATE

REQUIREMENTS: Degree in Built Environment +5 years' experience as a middle manager. Valid Drivers' Licence. Computer literate. Public Sector Management and/or related Management experience in the delivery and oversight of infrastructure programmes. [6 - 8 years post qualification].

DUTIES: To manage the delivery of the total of Infrastructure Programme related to Capex, Minor capital and Maintenance projects through interaction with Districts and Health Facilities and monitoring/oversight of Implementing Agent[s]. Prepare Construction Procurement Strategies. Manage construction procurement. Manage Implementing Agents. Manage contracts. Manage people. Manage finances

ENQUIRIES: AN Baartman, Tel No.: (051) 4081666

APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

CHIEF ELECTRICAL ENGINEER

REFERENCE NO.: H/E/1

SALARY: R809 988.00 per annum. OSD

CENTRE: INFRASTRUCTURE AND ENGINEERING SERVICES CHIEF DIRECTORATE

REQUIREMENTS: Degree in Engineering Registered as a Professional Engineer with ECSA. Six years' experience post qualification. Valid Drivers' Licence. Computer literate.

DUTIES: To provide electrical engineering inputs and guidance which include all aspects of innovative and complex engineering applications for the development of infrastructure strategies, policies, systems, norms, standards and signing off on electrical installations. Develop and maintain technical and functional norms and standards from an engineering perspective. Investigate proposals for innovative service delivery mechanisms and undertake feasibility studies. Compile electrical briefing documentation and specifications. Provide inputs to the determination of the Construction Procurement Strategy, the User Asset Management Plan and the Infrastructure Programme Management Plan. Investigate electrical engineering installations and oversee commissioning of electrical engineering installations. Manage people. Undertake research

ENQUIRIES: AN Baartman, Tel No.: (051) 4081666

APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

CHIEF ARCHITECT

REFERENCE NO.: H/A/33

SALARY: R697 941.00 per annum (OSD)

CENTRE: INFRASTRUCTURE PHYSICAL PLANNING DIRECTORATE

REQUIREMENTS: University Degree Architecture Registered as a professional Architect with SACAP. Six years' experience post qualification. Valid Drivers' Licence. Computer literate.

DUTIES: Determine and customise architectural

CHIEF CIVIL/STRUCTURAL ENGINEER

REFERENCE NO.: H/E/3

SALARY: R809 988.00 per annum. OSD

CENTRE: INFRASTRUCTURE AND ENGINEERING SERVICES CHIEF DIRECTORATE

REQUIREMENTS: Degree in Engineering Registered as a Professional Engineer with ECSA. Civil/structural engineer Six years' experience post qualification. Valid Drivers' Licence. Computer literate.

DUTIES: To provide civil/structural engineering inputs and guidance which include all aspects of innovative and complex engineering applications for the development of infrastructure policies, systems, projects, norms and standards aligned to the Provincial Infrastructure Delivery Management System [IDMS]. Develop and maintain functional and technical norms and standards from an engineering perspective. Manage condition assessments and credibility of technical information. Manage adherence to environmental and occupational health & safety aspects. Investigate proposals for innovative service delivery mechanisms and undertake feasibility studies. Compile briefing documentation and specifications from an engineering perspective. Prepare the User Asset Management Plan. Make inputs to the Construction Procurement Strategy and the Infrastructure Programme Management Plan. Conduct post project and post occupancy evaluations. Develop and review strategies and policies for health infrastructure planning. Develop and review the Health Infrastructure Planning Cycle document Infrastructure Planning Model. Coordinate Departmental contributions to the preparation of the Provincial Infrastructure Strategy, Plan and related Departmental Strategic documents/Plans. Manage people. Undertake research.

ENQUIRIES: AN Baartman, Tel No.: (051) 4081666

APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

CHIEF ENGINEER [CIVIL/STRUCTURAL OR ELECTRICAL OR MECHANICAL]

REFERENCE NO.: H/E/4

SALARY: 809 988.00 per annum. OSD

CENTRE: INFRASTRUCTURE AND ENGINEERING SERVICES CHIEF DIRECTORATE

REQUIREMENTS: Degree in Engineering Registered as a Professional Engineer with ECSA. Civil/structural engineer or Electrical or Mechanical Engineer Six years' experience post qualification. Valid Drivers' Licence. Computer literate.

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

ENQUIRIES: AN Baartman, Tel No.: (051) 4081666

APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

CHIEF ENGINEER (ELECTRICAL AND MECHANICAL) (2 POSTS)

REFERENCE NO.: H/E/5

SALARY: R809 988.00 per annum. OSD

CENTRE: INFRASTRUCTURE AND ENGINEERING SERVICES CHIEF DIRECTORATE

REQUIREMENTS: Degree in Engineering Registered as a Professional Engineer with ECSA. Electrical or Mechanical Six years' experience post qualification. Valid Drivers' Licence. Computer literate.

DUTIES: To perform and manage all aspects of varied innovative and complex engineering activities that result in progress in technology and engineering applications and provide strategic direction in the process. Undertake engineering designs. Perform final review and approvals of audits on new engineering designs according to design principles or theory. Manage the execution of maintenance strategy through the provision of appropriate structures, systems and resources. Set engineering maintenance standards, specifications and service levels according to organisational objectives to ensure optimum operational availability. Monitor maintenance efficiencies according to organisational goals to direct or redirect engineering services for the attainment of organisational objectives. Provide effective engineering and project management services. Manage compliance with OHS and related legislation. Undertake research. Manage people and budgets.

ENQUIRIES: AN Baartman, Tel No.: (051) 4081666

APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300

RECOMMENDATIONS:

DUTIES: To provide mechanical engineering inputs and guidance which include all aspects of innovative and complex engineering applications for the development of infrastructure strategies, policies, systems, norms, standards and signing off on electrical installations. Develop and maintain technical and functional norms and standards from an engineering perspective. Investigate proposals for innovative service delivery mechanisms and undertake feasibility studies. Compile mechanical briefing documentation and specifications. Provide inputs to the determination of the Construction Procurement Strategy, the User Asset Management Plan and the Infrastructure Programme Management Plan. Investigate mechanical engineering installations and oversee commissioning of mechanical engineering installations. Manage people. Undertake research.

ENQUIRIES: AN Baartman, Tel No.: (051) 4081666

APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

CHIEF ARCHITECT (2 POSTS)

REFERENCE NO.: H/A/34

SALARY: R697 941.00 per annum (OSD)

CENTRE: INFRASTRUCTURE PHYSICAL PLANNING DIRECTORATE

REQUIREMENTS: Bachelor of Architecture Registration with the SACAP as a Professional Architect. Six years' experience post qualification. Valid Drivers' Licence. Computer literate.

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

ENQUIRIES: AN Baartman, Tel No.: (051) 4081666

APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

CHIEF QUANTITY SURVEYOR

REFERENCE NO.: H/Q/1

SALARY: R697 941.00 per annum. OSD

CENTRE: INFRASTRUCTURE AND ENGINEERING SERVICES CHIEF DIRECTORATE

REQUIREMENTS: B Degree in Quantity Surveying Registered as a Professional Quantity Surveyor with SACQSP. Six years' experience post qualification. Valid Drivers' Licence. Computer literate.

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

ENQUIRIES: AN Baartman, Tel No.: (051) 4081666

APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

CHIEF ENGINEER [CIVIL/STRUCTURAL OR ELECTRICAL OR MECHANICAL]

REFERENCE NO.: H/E/4

SALARY: 809 988.00 per annum. OSD

CENTRE: INFRASTRUCTURE AND ENGINEERING SERVICES CHIEF DIRECTORATE

REQUIREMENTS: Degree in Engineering Registered as a Professional Engineer with ECSA. Civil/structural engineer or Electrical or Mechanical Engineer Six years' experience post qualification. Valid Drivers' Licence. Computer literate.

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

ENQUIRIES: AN Baartman, Tel No.: (051) 4081666

APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

DEPUTY DIRECTOR: PROJECTS

REFERENCE NO.: H/D/14

SALARY: R569 538.00 per annum. (All inclusive package)

CENTRE: INFRASTRUCTURE AND ENGINEERING SERVICES CHIEF DIRECTORATE

REQUIREMENTS: Diploma in Nursing or related Medical field or Electrical or Mechanical or Clinical Engineering Experience in medical field, clinical engineering, functioning of medical equipment and the application of health technologies and the interface between medical equipment and patients including outputs and measurements. Valid Driver's licence. Computer Literate.

DUTIES: To manage health technology services projects [new commissioning] and upgrading Conduct planning and costing for health technology. Interpret and apply approved norms and standards per level of care. Supervise, monitor and manage procurement plans to obtain health technology required for infrastructure projects. Prepare commissioning plans for installation of medical equipment. Manage effective and efficient commissioning of medical equipment. Manage hand over of new installations and training. Manage people. Manage budgets.

ENQUIRIES: AN Baartman, Tel No.: (051) 4081666

APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

DEPUTY DIRECTOR: FINANCIAL MANAGEMENT

REFERENCE NO.: H/D/15

SALARY: R569 538.00 per annum. (All inclusive package)

CENTRE: INFRASTRUCTURE AND ENGINEERING SERVICES CHIEF DIRECTORATE

REQUIREMENTS: Degree in Commerce or Accounting or Economics Valid Driver's Licence. Computer literate. Five years' experience post qualification.

DUTIES: To give direction to and coordinate all Financial Management functions for the Chief Directorate including all financial issues and supply chain management issues pertaining to infrastructure projects/programmes. Extract, analyse and validate financial information for infrastructure projects/programmes. Provide financial administration services for all infrastructure Programmes and Projects. Prepare financial reports. Provide budget administration services. Update and maintain a document management system for all financial documentation.

ENQUIRIES: AN Baartman, Tel No.: (051) 4081666

APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

DEPUTY DIRECTOR HEALTH FACILITY PLANNER

REFERENCE NO.: H/D/16

SALARY: R569 538.00 per annum. (All inclusive package)

CENTRE: INFRASTRUCTURE AND ENGINEERING SERVICES CHIEF DIRECTORATE

REQUIREMENTS: Degree in any Health Sciences Valid Drivers' Licence Computer literate 3 - 5 Years appropriate experience in health planning from an infrastructure perspective post qualification

DUTIES: To provide health planning support and expert health design guidance for the preparation of Business Cases and Project Strategic Briefs. Prepare Strategic Project Briefs for Capex and Maintenance projects. Assist with preparation and review of Business Cases in consultation with Health Facilities. Support built environment staff and end users with the development of skills to prepare business cases. Provide health specific inputs to Infrastructure Plans, Norms and Standards. Make inputs from a health perspective to all capex and maintenance projects.

ENQUIRIES: AN Baartman, Tel No.: (051) 4081666

APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

DEPUTY DIRECTOR: INSTITUTIONAL IMPROVEMENT

REFERENCE NO.: H/D/17

SALARY: R569 538.00 per annum. (All inclusive package)

CENTRE: INFRASTRUCTURE AND ENGINEERING SERVICES CHIEF DIRECTORATE

REQUIREMENTS: Degree in Health Sciences or B

Admin with Personnel Management or B Com Personnel Management Degree in Health Sciences or B Admin with Personnel Management or B Com Personnel Management 3 - 5 Years' experience post qualification. Experience of the health system, standards, management practices, information systems, organisation development Valid Driver's Licence. Computer literate.

DUTIES: To provide institutional support to the identified health facilities where infrastructure projects are implemented and changes in the operational health systems are required. Implementation of organisational development strategies aimed towards seamless service delivery during infrastructure project implementation at Health Facilities. Facilitate change management programmes at Health Facilities as part of the delivery of infrastructure. Implementation of quality assurance programmes as part of the delivery of infrastructure. Monitor and report progress with implementation of institutional systems aligned to infrastructure delivery.

ENQUIRIES: AN Baartman, Tel No.: (051) 4081666

APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

DEPUTY DIRECTOR: OPERATIONS

REFERENCE NO.: H/D/18

SALARY: R569 538.00 per annum. (All inclusive package)

CENTRE: INFRASTRUCTURE AND ENGINEERING SERVICES CHIEF DIRECTORATE

REQUIREMENTS: Diploma in Electrical or Mechanical or Clinical Engineering Extensive experience in clinical engineering and maintenance models for medical equipment [Minimum of 3 - 5 year's post qualification]. Valid Driver's licence. Computer Literate.

DUTIES: To coordinate maintenance and manage Facility Maintenance Hubs. Provide training to users and clinical engineering personnel. Design system for reporting of adverse events and manage implementation. Design and roll out the maintenance management system for medical equipment. Prepare specifications. Implement medical equipment acquisition and deployment in the Province. Manage people. Manage budgets.

ENQUIRIES: AN Baartman, Tel No.: (051) 4081666

APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

DEPUTY DIRECTOR: POLICIES AND SYSTEMS

REFERENCE NO.: H/D/19

SALARY: R569 538.00 per annum. (All inclusive package)

CENTRE: INFRASTRUCTURE AND ENGINEERING SERVICES CHIEF DIRECTORATE

REQUIREMENTS: Diploma in Nursing or related Medical field or Electrical or Mechanical or Clinical Engineering Extensive experience in clinical engineering and medical equipment policy, procedural and system modalities. [Minimum of 5 years post qualification]. Valid Driver's licence. Computer Literate

DUTIES: To determine policies, systems and standards for health technology services. Develop policies and Standard Operating Procedures for the maintenance of medical equipment. Manage the implementation of medical equipment maintenance policies and procedures. Present training to internal personnel and for suppliers of medical equipment to the Province. Determine the standards and norms for adverse event case management. Design the system for adverse event reporting and manage implementation. Design and update a quality improvement plan. Prepare risk assessments and risk mitigation strategies. Provide Strategic Guidance on Procurement of Medical Equipment to Chief Executive Officers of Health Facilities and Departmental Supply Chain Management Officials.

ENQUIRIES: AN Baartman, Tel No.: (051) 4081666

APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

functional & technical norms and standards. Determine architectural policies, strategies, plans, procedures and criteria of all infrastructure programmes and projects. Direct Master Planning, Project Briefs, Business Cases, Accommodation Schedules and Operational Narratives. Preparation of architectural inputs to the development of the User Asset Management Plan and Project List. Manage health facility planning. Manage people. Undertake research

ENQUIRIES: AN Baartman, Tel No.: (051) 4081666

APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

DEPUTY DIRECTOR: POLICIES AND SYSTEMS

REFERENCE NO.: H/D/19

SALARY: R569 538.00 per annum. (All inclusive package)

CENTRE: INFRASTRUCTURE AND ENGINEERING SERVICES CHIEF DIRECTORATE

REQUIREMENTS: Diploma in Nursing or related Medical field or Electrical or Mechanical or Clinical Engineering Extensive experience in clinical engineering and medical equipment policy, procedural and system modalities. [Minimum of 5 years post qualification]. Valid Driver's licence. Computer Literate

DUTIES: To determine policies, systems and standards for health technology services. Develop policies and Standard Operating Procedures for the maintenance of medical equipment. Manage the implementation of medical equipment maintenance policies and procedures. Present training to internal personnel and for suppliers of medical equipment to the Province. Determine the standards and norms for adverse event case management. Design the system for adverse event reporting and manage implementation. Design and update a quality improvement plan. Prepare risk assessments and risk mitigation strategies. Provide Strategic Guidance on Procurement of Medical Equipment to Chief Executive Officers of Health Facilities and Departmental Supply Chain Management Officials.

ENQUIRIES: AN Baartman, Tel No.: (051) 4081666

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DEPUTY DIRECTOR: FINANCIAL MANAGEMENT

REFERENCE NO.: H/D/15

SALARY: R569 538.00 per annum. (All inclusive package)

CENTRE: INFRASTRUCTURE AND ENGINEERING SERVICES CHIEF DIRECTORATE

REQUIREMENTS: Degree in Commerce or Accounting or Economics Valid Driver's Licence. Computer literate. Five years' experience post qualification.

DUTIES: To give direction to and coordinate all Financial Management functions for the Chief Directorate including all financial issues and supply chain management issues pertaining to infrastructure projects/programmes. Extract, analyse and validate financial information for infrastructure projects/programmes. Provide financial administration services for all infrastructure Program



FREE STATE PROVINCIAL GOVERNMENT

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



DEPARTMENT OF HEALTH

Directions to applicants Applications must be submitted on form Z.83, obtainable from any Public Service Department and must be accompanied by certified copies of qualifications (a transcript of results must be attached), driver's license, identity document and a C.V. (Separate application for every vacancy). Applicants are requested to complete the Z83 form properly and in full. Qualification certificates must not be copies of certified copies. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA), and must please attach proof of the level of their qualifications after evaluation on all applications. No e-mailed or faxed applications will be considered. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their application was unsuccessful.

HEALTH HUMAN RESOURCE MANAGEMENT CIRCULAR NO 63 OF 2015

CLOSING DATE:13 NOVEMBER 2015

QUANTITY SURVEYOR REFERENCE NO.: H/Q/3

SALARY: R476 064.00 per annum. OSD
CENTRE: INFRASTRUCTURE AND ENGINEERING SERVICES CHIEF DIRECTORATE
REQUIREMENTS: • University Degree in Quantity Surveying • Computer literate • Registered as a professional Quantity Surveyor with SACQSP. • Three years' experience post qualification. • Valid Drivers' Licence.
DUTIES: • Customise quantity surveying and cost norms/standards for all schools. • Determine quantity surveying policies, plans, procedures and criteria for all infrastructure projects and programmes. • Contribute to project briefing documents, costing models and operational narratives. • Make inputs to the User Asset Management, Project lists and Budgets. • Undertake research

ENQUIRIES: AN Baartman, Tel No.: (051) 4081666
APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

QUANTITY SURVEYOR GRADE A REFERENCE NO.: H/Q/4

SALARY: R467 064.00 per annum. OSD
CENTRE: INFRASTRUCTURE AND ENGINEERING SERVICES CHIEF DIRECTORATE
REQUIREMENTS: • B Degree in Quantity Surveying • Registered as a Professional Quantity Surveyor with SACQSP. • Three years' experience post qualification. • Valid Drivers' Licence. • Computer literate.
DUTIES: • To assist to manage the delivery of the

infrastructure built environment programmes and projects in line with the Provincial Infrastructure Delivery Management System [IDMS]. • Prepare the construction procurement strategy and the Infrastructure Programme Management Plan. • Prepare and/or approve Packages/ Individual Project Briefs. • Participate in the procurement of Professional Service Providers and Contractors. Contribute to the review and acceptance of the Infrastructure Programme Implementation Plan. • Monitor the implementation of Programmes/Projects. • Approve Project Stage reports & designs. • Manage the interface between the end-user/community structures and Implementing Agent[s].
ENQUIRIES: AN Baartman, Tel No.: (051) 4081666
APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

ARCHITECT GRADE A (2 POSTS) REFERENCE NO.: H/A/36

SALARY: R476 064.00 per annum. OSD
CENTRE: INFRASTRUCTURE AND ENGINEERING SERVICES CHIEF DIRECTORATE
REQUIREMENTS: • Bachelor of Architecture • Registration with the SACAP as a Professional Architect. • Three years' experience post qualification. • Valid Drivers' Licence. • Computer literate
DUTIES: • To assist to manage the delivery of the infrastructure built environment programmes and projects in line with the Provincial Infrastructure Delivery Management System [IDMS]. • Prepare the construction procurement strategy and the Infrastructure Programme Management Plan. • Prepare and/or approve Packages/ Individual Project Briefs. • Participate in the procurement of Professional Service Providers and Contractors. Contribute to the review and acceptance of the Infrastructure Programme Implementation Plan. • Monitor the implementation of Programmes/Projects. • Approve Project Stage reports & designs. • Manage the interface between the end-user/community structures and Implementing Agent[s].
ENQUIRIES: AN Baartman, Tel No.: (051) 4081666
APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

CONTROL ENGINEERING TECHNICIAN REFERENCE NO.: H/C/37

SALARY: R341 391.00 per annum. OSD
CENTRE: INFRASTRUCTURE AND ENGINEERING SERVICES CHIEF DIRECTORATE
REQUIREMENTS: • National Diploma in Engineering or equivalent relevant qualification
Registration with ECSA as a Professional Engineering Technician. • Six years' experience post qualification. • Valid Drivers' Licence. • Computer literate.
DUTIES: • To render technical services and support in terms of the management of Service Providers responsible for the maintenance of lifts and manage the analysis of information on the use of utilities. • Determine and maintain engineering norms and standards for lifts. Undertake inspections of lifts to validate quality of performance of Service Providers in terms of maintenance contracts. • Make recommendations related to non-performance in terms of maintenance contracts for lifts. • Investigate all new lift installations and equipment to validate compliance with the Occupational Health and Safety Act and the Engineering Regulations issued in

terms of the Act. • Manage the design and establishment of a system to collect credible data on the use of utilities by Health Facilities. • Undertake research. Manage people • Manage budgets.
ENQUIRIES: AN Baartman, Tel No.: (051) 4081666
APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

ASSISTANT DIRECTOR: FINANCIAL ADMINISTRATION REFERENCE NO.: H/A/37

SALARY: R289 761.00 per annum.
CENTRE: INFRASTRUCTURE AND ENGINEERING SERVICES CHIEF DIRECTORATE
REQUIREMENTS: • Diploma in Commerce or Accounting or Economics. • Valid Driver's Licence. • Computer literate. • Three years' experience post qualification.
DUTIES: • To assist with the coordination of all Financial Management functions. • Extract, analyse and validate financial information for infrastructure projects/ programmes. • Provide financial administration services for all infrastructure Programmes and Projects. Prepare financial reports. • Provide budget administration services. • Update and maintain a document management system for all financial documentation.

ENQUIRIES: AN Baartman, Tel No.: (051) 4081666
APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

CHIEF WORKS INSPECTOR REFERENCE NO.: H/W/1

SALARY: R242 382.00 per annum
CENTRE: INFRASTRUCTURE PHYSICAL PLANNING DIRECTORATE
REQUIREMENTS: • National Diploma in Building, Mechanical or Electrical or Equivalent or N3 with passed trade test or National Diploma in Engineering • Valid Drivers' Licence.
Computer literate. • 3 Years' experience post qualification.
RECOMMENDATIONS: • Knowledge of: • Hazardous Substances Act 15 of 1973. • Occupational Health and Safety Act of 1993. • Health Act and Regulations, Act 61 of 2003. Engineering Profession Act of 2000.

DUTIES: • To manage the design and implementation of inspections of buildings and machinery to validate compliance with Occupational Health and Safety Requirements
KEY RESULT AREAS: • Maintain compliance with the Occupational Health & Safety [OHS] Act at all Health Facilities • Remedial Plans • OHS Training • Occupational Health and Safety Committees • People Management
ENQUIRIES: AN Baartman, Tel No.: (051) 4081666
APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

WORKS INSPECTOR (2 POSTS) REFERENCE NO.: H/W/2

SALARY: R158 985.00 per annum.
CENTRE: OCCUPATIONAL HEALTH AND RISK WASTE SUB-DIRECTORATE
REQUIREMENTS: • National Diploma in Building, Mechanical or Electrical or Equivalent or N3 with passed

trade test or National Diploma in Engineering • Valid Drivers' Licence.
Computer literate. • 1 Years' experience post qualification.
RECOMMENDATIONS: • Knowledge of: • Hazardous Substances Act 15 of 1973. Occupational Health and Safety Act of 1993. • Health Act and Regulations, Act 61 of 2003. Engineering Profession Act of 2000.

DUTIES: • To implement inspections on compliance with the OHS legislation in terms of machinery or buildings at all Health Facilities and assist with the development and implementation of remedial plans
KEY RESULT AREAS: • Maintain compliance with the Occupational Health & Safety [OHS] Act at all Health Facilities • Accident Investigations • Remedial Plans
ENQUIRIES: AN Baartman, Tel No.: (051) 4081666
APPLICATIONS TO: Director HRM & Planning, (Attention: Me. S Dowd) P O Box 227, BLOEMFONTEIN, 9300 or hand delivered @ Bophelo House entrance. Cnr of Charlotte Maxeke and Harvey Road, BLOEMFONTEIN

DEPARTMENT OF HEALTH

Directions to applicants Applications must be submitted on form Z.83, obtainable from any Public Service Department and must be accompanied by certified copies of qualifications (a transcript of results must be attached), driver's license, identity document and a C.V. (Separate application for every vacancy). Applicants are requested to complete the Z83 form properly and in full. Qualification certificates must not be copies of certified copies. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA), and must please attach proof of the level of their qualifications after evaluation on all applications. No e-mailed or faxed applications will be considered. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their application was unsuccessful.

CLOSING DATE: 27 NOVEMBER 2015

CHIEF EXECUTIVE OFFICER REFERENCE NO.: H/C/39

SALARY: R674 979.00 per annum.
CENTRE: PHEKOLONG / NKETOANA DISTRICT HOSPITAL COMPLEX
REQUIREMENTS: Preferably a health professional registered with relevant professional body plus post graduate degree / diploma in management and minimum of 10 years management experience in health sector on management level. • A valid driver's licence
Knowledge: • Knowledge of Health policies, management of health information, Occupational Health and Safety Act, • Patient Rights Charter, Batho-pele principles, Public Service Regulations, Labour Relations Act, • Disciplinary Code and Procedure, • Grievance Procedure, Treasury Regulations and Financial Systems etc.
RECOMMENDATIONS: None
DUTIES: • Prepare a Business Plan for the hospital to ensure that is in line with the departmental strategic plan. • Plan, co-ordinate and ensure the effective and efficient

overall management of the hospital in terms of relevant acts and delegations: *Human Resource Management, Procurement and Management of Equipment and facilities, Corporate Governance, Implement and manage an information technology policy, systems and procedures to support the effective and efficient delivery of services* Manage all aspects of patient care and ensure health, safety, welfare of patient and quality improvement. • Ensure comprehensive compliance with standards to provide quality care. • Serve on various internal and external committees, and provide input into the development of Provincial policy and strategy on the provision of health/medical care.
ENQUIRIES: Mr T E Makume, Tel. No (058) 3071250
APPLICATIONS TO: The Chief Executive Officer, Dihlabeng Hospital, (Attention: Me T Harris), Private Bag x03, BETHLEHEM, 9700

ASSISTANT DIRECTOR: ADMINISTRATION REFERENCE NO.: H/A/48

SALARY: R289 761.00 per annum.
CENTRE: NKETOANA HOSPITAL, REITZ
REQUIREMENTS: • An appropriate Bachelor's Degree or Diploma requiring a minimum period of study of 3 years. • At least 6 years appropriate experience in a hospital environment • Peral Training • Knowledge of HR, Supply Chain Management and Financial Management.
RECOMMENDATIONS:

DUTIES: • Ensure sound administrative management in the institution for optimal use of personnel which include, inter alia: Training and development of officials, Performance Management, Work allocation, • Manage and co-ordinate human resource administration matters within the Department to contribute to the rendering of a professional human resource management service. • Conditions of Service and service benefits (Leave, Housing, Medical, Injury on Duty, Terminations, Long Service Recognition, overtime, re-allocation, Pension, Allowances etc.) • HR Provisioning (Recruitment and Selection, Appointments, Transfer, verification of qualifications, secretariat functions at interviews, absorptions, probationary periods etc.) • Performance Management. • Address human resource management enquiries to ensure the correct implementation of human resource management practises. • Ensure the successful implementation of departmental/ public service policies on matters related to human resource management to adhere to the relevant prescripts/ legislation. • Provide inputs on the development/amendments of Human Resource Management Policies/ practises. • Prepare and consolidate reports on personnel administration issues. Inform, guide and advice Department/ personnel on human resource administration matters to enhance the correct implementation of personnel administration practises/ policies. • Authorise transactions on Peral according to delegations • (Act as Peral Personnel Controller, if appointed). • Staff supervision. • The management of sound Labour Relations of the complex. Management of section's budget to ensure effective and efficient usage of finances. • Manage auxiliary and maintenance services in the hospital to ensure efficient and effective service delivery. • Manage the maintenance services of institution to ensure safe facilities and ensure that balance score card (strategic plan/operational plan developed) is effectively implemented conducive
ENQUIRIES: Me S M Van Der Merwe, Tel. (058) 3035123 X 268
APPLICATIONS TO: The Chief Executive Officer, Phekolong/Nketoana Hospital, (Attention: Me S M Van Der Merwe), Private Bag X01, BETHLEHEM, 9700