

<b><u>APPLICATIONS</u></b>	:	Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hand deliver at 167 Thabo Sehume & Madiba Street, Delta Heights Building or Direct Your Applications to: Jobs-CF16@labour.gov.za
<b><u>FOR ATTENTION</u></b>	:	Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.
<b><u>NOTE</u></b>	:	Coloureds, Indians Whites and Persons with disabilities are encouraged to apply.
<b><u>POST 13/42</u></b>	:	<b><u>CLAIMS ASSESSOR REF NO: HR4/4/02/02</u></b>
<b><u>SALARY</u></b>	:	R325 101 per annum
<b><u>CENTRE</u></b>	:	Labour Centre: Rustenburg
<b><u>REQUIREMENTS</u></b>	:	Three-year tertiary qualification (NQF6 SAQA recognized) in Public Management/ Business Management/ Public Administration/ Business Administration/ Administration Management/ Management/ Financial Accounting/ Cost and Management Accounting/ Operations Management/ Production Management/ Auditing/ HRM/ Nursing. One (1) year functional experience in claims/ medical processing environment. Knowledge: Relevant Compensation policies, procedures and business process. Public Service Act and regulations. Customer Service (Batho Pele Principle's). COLD Tariffs. Public Service charter. Approved COLD Delegation. Promotion of Access to Information Act. Road Accident Fund (RAF) Act. PFMA and Treasury regulations. Skills (with related knowledge). Planning and organising. Problem Solving. Analytical. Decision making. Communication (written and verbal). Computer literacy. Good Client Relations. Interpersonal Relationship. Data and records management.
<b><u>DUTIES</u></b>	:	Adjudicate registered claims as per delegation's requirements. Prepare complex claims. Coordinate, capture and approve Compensation Benefits. Handle claims enquiries and advocacy sessions. Supervision of staff.
<b><u>ENQUIRIES</u></b>	:	Mr S Shongwe Tel No: (018) 387 8100
<b><u>APPLICATIONS</u></b>	:	Chief Director: Provincial Operations: Private Bag X2040, Mmabatho, 2735 or hand deliver at: Provident House, University Drive, Mmabatho. or Email: Jobs-NW2@LABOUR.gov.za
<b><u>POST 13/43</u></b>	:	<b><u>COID EMPLOYER AUDITOR REF NO: HR4/4/02/03</u></b>
<b><u>SALARY</u></b>	:	R325 101 per annum
<b><u>CENTRE</u></b>	:	Labour Centre: Mmabatho Provincial Office
<b><u>REQUIREMENTS</u></b>	:	Three-year tertiary qualification (NQF6) National Diploma/ (NQF7) Bachelor' Degree in Financial Accounting/ BCOM Accounting/Accounting/ BCOM LAW/ BCOM in Commence. Knowledge: Departmental policies and procedures. Batho Pele Principles. Compensation of Occupational and injury Disease Act. (CODIA). OHS Act and regulations. UIA & UICA. Public Service Act. Public Service Regulations. Public Finance Management Act. (PFMA). Skills: Facilitation. Planning and organizing. Communication written and verbal. Computer literacy. Interpersonal. Innovation and creative.
<b><u>DUTIES</u></b>	:	Conduct payroll audit on employers in terms of COIDA. Investigate complaints made with COIDA within prescribed time frames. Issue enforcement notices on non-compliant employers within the prescribed time frames. Prepare documents for prosecution of non-compliant employers within the prescribed time frames. Prepare statistics on a weekly basis to report Performance.
<b><u>ENQUIRIES</u></b>	:	Mr S Shongwe Tel No: (018) 387 8100
<b><u>APPLICATIONS</u></b>	:	Chief Director: Provincial Operations: Private Bag X2040, Mmabatho, 2735 or hand deliver at: Provident House, University Drive, Mmabatho. or Email: Jobs-NW3@LABOUR.gov.za
<b><u>POST 13/44</u></b>	:	<b><u>STATE ACCOUNTANT: DEBTORS MANAGEMENT REF NO: HR4/4/3/1/SADM/UIF</u></b>
<b><u>SALARY</u></b>	:	R325 101 per annum
<b><u>CENTRE</u></b>	:	Unemployment Insurance Fund, Pretoria
<b><u>REQUIREMENTS</u></b>	:	A three-year tertiary qualification at NQF6 in Accounting / Financial Management / Cost and Management Accounting / Public Finance Management / Internal Audit / Taxation. One (1) year functional experience in the Finance environment. Knowledge: Public Finance Management Act (PFMA). Treasury Regulations. Public Service Regulations (PSR). Public Service Act (PSA). Generally recognized Accounting Principles (GRAP).