

**PROVINCIAL ADMINISTRATION: NORTH WEST  
DEPARTMENT OF ARTS, CULTURE, SPORTS AND RECREATION**

*This Department is an Equal Opportunity Affirmative Action Employer. It is our intention to promote representativity (race, gender and disability) e.g. White, Indian, Coloured and African, in the Department through the filling of posts. People with disability are encouraged to apply. The candidates whose transfer/promotion/appointment will promote representativity will receive preference. An indication in this regard will facilitate the processing of applications.*

- APPLICATIONS** : Submitted via post to: Head of Department, Department of Arts, Culture, Sports and Recreation, Private Bag x90, Mmabatho, 2735 or hand deliver to Human Capital Management, 760 Dr James Moroka Drive, Gaabomotho Building, Mmabatho or email to [ACSRJOBS@nwpg.gov.za](mailto:ACSRJOBS@nwpg.gov.za). When you submit by email, please put the reference number and post job title in the subject line. The reference number should be indicated on the application. If you apply for more than one (1) post, please submit separate applications for each post that you apply for.
- FOR ATTENTION** : The Director: Human Capital Management
- CLOSING DATE** : 16 May 2025
- NOTE** : Compliance: 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.gov.za](http://www.gov.za) 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). DPSSA Circular 19 of 2022 on Part E, F and G: Noting that there is limited space provided on Z83, often indicate "refer to Curriculum Vitae as attached" and provides the required information but the statement that relate to prevent re-appointment Part E must be answered. Failure to provide information on CV as requested the applicant may be disqualified. 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 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 /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. Note: Candidates who previously applied for re-advertised posts are encouraged to re-apply. 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. NB: These are fixed term contracts ending on the 31st of March 2027, which may reviewed annually based on performance and availability of funds.

**OTHER POSTS**

- POST 14/154** : **LIBRARIAN: COMMUNITY LIBRARIES**  
(Re-Advertisement)
- SALARY CENTRE** : R325 101.per annum per annum Plus 37% In Lieu Of Benefits (Level 7)  
: Ngaka Modiri Molema District:  
Ramotshere Moiloa Local Municipality:  
Motswedi Library: Ref. No 2025/ACSR01/NW (X1 Post),  
Mahikeng Local Municipality:  
Mahikeng Library: Ref. No 2025/ASCR02/NW (X1 Post)

- Dr Ruth Segomotsi Mompoti District:  
Kagisano Molopo Local Municipality:  
Morokweng Library: Ref. No 2025/ACSR03/NW (X1 Post)  
Tlaping Library: Ref. No 2025/ACSR04/NW (X1 Post)
- REQUIREMENTS** : National Diploma/ Degree in Library and Information Studies or relevant equivalent qualification. Good interpersonal relations skills. Computer literacy.
- DUTIES** : Manage day-to-day operations of the library. Render library user services. Manage library collection. Circulation of library material. Plan and implement reading awareness programmes. Supervision of subordinates.
- ENQUIRIES** : Mmabatho Head Office: Mr L Segone, tel. (018) 388 3968  
Ngaka Modiri Molema District: Mr. Letsogo Mapholo, tel. (084) 411 9341  
Dr Ruth Segomotsi Mompoti District: Mr J. Govender, cell: 072 291 6306
- POST 14/155** : **LIBRARIAN: COMMUNITY LIBRARIES (REF NO: 2025/ACSR05/NW)**
- SALARY CENTRE** : R325 101.per annum per annum Plus 37% In Lieu Of Benefits (Level 7)  
KgetlengRivier Local Municipality: Reagile Library
- REQUIREMENTS** : National Diploma/ Degree in Library and Information Studies or relevant equivalent qualification. Good interpersonal relations skills. Computer literacy.
- DUTIES** : Manage day-to-day operations of the library. Render library user services. Manage library collection. Circulation of library material. Plan and implement reading awareness programmes. Supervision of subordinates.
- ENQUIRIES** : Mmabatho Head Office: Mr L Segone, tel. (018) 388 3968  
Bojanala District: Ms. Ronell Van Vollenhoven, tel. (014) 538 0149
- POST 14/156** : **HEAD LIBRARIAN (REF NO: 2025/ACSR06/NW)**
- SALARY CENTRE** : R397 116 per annum per annum Plus 37% In Lieu Of Benefits (Level 8)  
Dr Ruth Segomotsi Mompoti District Kagisano Molopo Local Municipality: Ganyesa Library
- REQUIREMENTS** : National Diploma/ Degree in Library and Information Studies or relevant equivalent qualification. Good communication skills. Supervisory skills. Computer literacy.
- DUTIES** : Manage library operations, collections, facilities and programmes within library services. Monitor and evaluate library services in the municipality. Coordinate and manage library awareness and promotion of a reading culture in the community. Manage budget and expenditure on library operations, collections, facilities and programmes within the local municipality. Participate in and support library forums and library stakeholders. Supervise and manage staff in community libraries within the local municipality. Perform supply chain management functions.
- ENQUIRIES** : Mmabatho Head Office: Mr L Segone, tel. (018) 388 3968  
Dr Ruth Segomotsi Mompoti District: Mr J. Govender, cell: 072 291 6306

#### DEPARTMENT OF HEALTH

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

- APPLICATIONS** : Applications quoting relevant reference, should be forwarded as follows: Provincial Office, Private Bag X 2068, Mmabatho, 2735. Lehurutshe/Zeerust Hospital Complex The Chief Executive Officer, Lehurutshe/Zeerust Hospital, Private Bag x 1326, Zeerust, 2865, must be forwarded to: [Healthjobs@nwpg.gov.za](mailto:Healthjobs@nwpg.gov.za) or can be hand delivered at the Main Registry, Ground Floor at New Office Park Building, Cnr Sekame and First Street, Mafikeng
- FOR ATTENTION** : Ms K Monne, Provincial Office
- CLOSING DATE** : 16 May 2025
- NOTE** : The Department requests applicants to apply by submitting applications on the most recent 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 CV only (with detailed previous experience). Failure to do so will result in your application being disqualify. 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. Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all

foreign qualifications evaluated by SAQA and to provide proof of such evaluation (only when shortlisted). Applications: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than one post, submit separate applications for each post that you apply for. Due to the large number of applications we envisage to receive, applications will not be acknowledged. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. Important: North West Department of Health is an equal opportunity and affirmative action employer. It is our intention to promote representivity in North West Department of Health through the filling of posts. The Department reserves the right not to fill a position. 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. North West Department of Health 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 appointed subject to positive results of the security clearance process. The successful candidate will be required to enter into an employment contract and sign a performance agreement with the Department.

#### OTHER POSTS

- POST 14/157** : **CHIEF ENGINEER: INFRASTRUCTURE DELIVERY – 02/2025/01**
- SALARY CENTRE REQUIREMENTS** : R1 266 450 .per annum (All Inclusive Package)  
: Provincial Office - Mahikeng  
: Bachelor's Degree in Engineering. Six years' experience post qualification. Shortlisted candidates will be required to submit current proof of registration as a Professional Engineer with ECSA. (Civil/Structural Engineer). A valid driver's license. Computer literacy. Main Role: To manage the delivery of the infrastructure built environment programmes and projects in line with the Provincial infrastructure Delivery Management System. (IDMS)
- DUTIES** : Prepare the construction procurement strategy and the infrastructure Programme Management Plan. Prepare and/or approve Packages/Individual Projects 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 Programme /Projects. Approve Project Stage reports & designs. Manage the interface between the end-user/community structures and implementing Agent (s)
- ENQUIRIES** : MR M Manhivi, Tel. 018 391 4437
- POST 14/158** : **CHIEF ELECTRICAL ENGINEER (ELECTRICAL) ENGINEERING AND TECHNICAL SERVICES - 02/2025/02**
- SALARY CENTRE REQUIREMENTS** : R1 266 450.per annum. (All Inclusive Package)  
: Provincial Office - Mahikeng  
: Bachelor's Degree in Engineering (Electrical). Six (6) years' experience post qualification. Shortlisted will be required to submit current proof of registration as a Professional Engineer with the Engineering Council of South Africa (ECSA). Computer literacy. A valid drivers' license. Main Role: 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 standards and signing off on electrical installations.
- DUTIES** : 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. Manage people and budgets.

**ENQUIRIES**

: MR M Manhivi, Tel. 018 391 4437

**POST 14/159**

: **DIRECTOR: RESEARCH, MONITORING AND EVALUATION - 02/2025/03**

**SALARY**

: R1 216 824.per annum (All Inclusive SMS Package)

**CENTRE**

: Provincial Office - Mahikeng

**REQUIREMENTS**

: Bachelor's Degree in Epidemiology/Public Health/Health Policy and Management or related qualifications (NQF Level 7) as recognized by SAQA. A postgraduate qualification (NQF Level 8) in a Public Health, Monitoring and Evaluation, Measurement Epidemiology, Health Policy and Management will be an advantage. Five (5) years' experience in monitoring and evaluation within the Public/Sector in Middle Management/Senior Management Level. Pre-entry Certificate for the Senior Management Service (SMS) as endorsed by the National School of Government. A valid driver's license. Computer literacy. In-depth knowledge of outcome-based, monitoring, reporting, evaluation and programme/project management. Knowledge of quantitative and qualitative research design of methodologies. Knowledge of South African Health System, challenges and priorities as well as health policies and programmes. Proven experience in DHIS. Data collection tools development, data management, analytic, report and scientific writing and facilitation skills. Core Management Competencies: Strategic capability and leadership. Financial Management. Change management. Problem solving and analysis. People management and empowerment. Communication. Conflict management, client orientation and customer care.

**DUTIES**

: Develop and monitor an integrated monitoring and evaluation plan. Undertake evaluation of priority programmes. Manage the evaluation of priority programmes. Manage the coordination of research in the department. Monitor compliance in districts and facilities regarding research. Review and ensure compliance to the internal monitoring policy on Annual Performance Plan and Operational Plans. Prepare and submit quarterly reports to Medium Term Development Plan (MTDP). Manage production of a highly quality annual report of the department. Prepare descriptive/analytic reports on indicators and evaluation reports. Management of risks and audit queries. Compile and submit narrative quarterly performance reports to Audit Risk Committee.

**ENQUIRIES**

: MR J De Beer, Tel 018 391 4282

**POST 14/160**

: **DIRECTOR HEALTH PROGRAMMES - 02/2025/04**

**SALARY**

: R1 216 824.per annum (All Inclusive SMS Package)

**CENTRE**

: Provincial Office - Mahikeng

**REQUIREMENTS**

: Bachelor's Degree in Health Sciences or equivalent tertiary qualification in Health Sciences (NQF Level 7) as recognised by SAQA. Five (5) years' experience in Middle Management Level in the Health Sector. Pre-entry Certificate for the Senior Management Service (SMS) as endorsed by the National School of Government. Sound knowledge of health related legislations and government policy on communicable and non-Communicable diseases. Experience in disease outbreak response management, neglected tropical diseases and Environmental Health Services. A valid driver's license. Computer literacy. Core Management Competencies: Strategic capability and leadership, Financial Management, Change management, Problem solving and analysis, People management and empowerment, Communication, Conflict management, client orientation and customer care, Knowledge Management, Service delivery innovation, Programme and Project management.

**DUTIES**

: Provide strategic leadership in terms of Communicable Disease Control, outbreaks and disaster management. Develop and facilitate the implementation of the Communicable Disease Control policies, framework, guidelines, and standards that relate to the programme. Develop and implement new strategies in line with National Policies, guidelines and ensure integration with other programmes. Develop monitoring and evaluation framework for the programme, initiate projects to address emerging problems within the community, develop a coordinated and uniform approach to non-communicable and ccommunicable diseases case reporting, surveillance and

investigation. Develop monitoring framework that will provide for participation of all stakeholders. Draw and monitor progress on implementation of operational project and budget plans for the project.

<b><u>ENQUIRIES</u></b>	:	MS G Tsele, Tel. 018 391 4042
<b><u>POST 14/161</u></b>	:	<b><u>DEPUTY DIRECTOR: RADIOGRAPHY POLICY GRADE 1 - 02/2025/05</u></b>
<b><u>SALARY</u></b>	:	R1 045 446.per.annum (All-inclusive Package)
<b><u>CENTRE</u></b>	:	Provincial Office - Mahikeng
<b><u>REQUIREMENTS</u></b>	:	Appropriate qualification that allows registration with Health Professions Council of South Africa in Diagnostic Radiography or related fields. A minimum of 5 years appropriate experience after registration with Health Professions Council of South Africa as Diagnostic Radiographer or related fields of which 3 years must be appropriate experience on Management level. Shortlisted candidates will be required to submit current proof of registration with the Health Professions Council of South Africa (HPCSA) in Diagnostic Radiography. A valid driver's license. Competencies: 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 Radiography services 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 deputies the immediate supervisor should the need arises.
<b><u>DUTIES</u></b>	:	Provide a comprehensive strategic and operational leadership and management of Radiography service through the development, review, and the implementation the strategic and operational plans. Develop and facilitate inputs on legal prescripts, Acts, Policies, Circulars, Guidelines, Protocols, and Procedures on radiography. 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. Medical equipment acquisition and deployment. Health technology maintenance management services. Medical equipment risks and quality improvement. Co-ordinate, implement R&D activity in clinical radiographic practice, audits, trials and service delivery strategies.
<b><u>ENQUIRIES</u></b>	:	DR G Kegakilwe, Tel 018 391 4001
<b><u>POST 14/162</u></b>	:	<b><u>DEPUTY DIRECTOR: MEDICAL TECHNOLOGY POLICY GRADE 1 - 02/2025/06</u></b>
<b><u>SALARY</u></b>	:	R1 045 446.per annum (All-inclusive Package)
<b><u>CENTRE</u></b>	:	Provincial Office - Mahikeng
<b><u>REQUIREMENTS</u></b>	:	Appropriate qualification that allows registration with Health Professions Council of South Africa in Medical Laboratory Science/Medical Technology/Biomedical Technology/Medical Microbiology. A minimum of 5 years appropriate experience after registration with Health Professions Council of South Africa as a Medical Technologist of which 3 years must be appropriate experience on Management level. A valid driver's license. Computer literacy. Knowledge/Skills): Good analytical, basic computer, communication and group skills. General management experience of a Clinical Pharmacology laboratory and client and supplier relations. Management and coordination of medical technology.
<b><u>DUTIES</u></b>	:	Coordinate and facilitate meetings with NHLS for monitoring of SLA. Coordinate and facilitate Quarterly meetings with SANBS for monitoring.

Develop Lab tests data bases in NWDHO four (4) Districts and cost centres (Sub districts and hospitals). Update Lab tests data bases. Monitor payment and appropriate billing of NHLS and SANBS accounts. Conduct audits on NHLS & SANBS accounts. Monitor the timely processing of NHLS and SANBS accounts. Facilitate registration of Clinical managers on NHLS web-based lab results systems. Coordinate and facilitate registration of State Accountants on NHLS and SANBS. Monitor the implementation of Quality Assurance and Quality Control programmes for HIV screening. Monitor establishment of hospital blood transfusion committee (HTC/BCC). Liaise and disseminate essential lab services information to stakeholders. Submit staff PMA's to the Director: HCSD and monitor thereof- Assess staff performance in line with the HR policies- Participate in the risk profiling as facilitated by the Directorate Internal Control and Risk Assessment.

**ENQUIRIES** : DR G Kegakilwe, Tel 018 391 4001

**POST 14/163** : **CHIEF EXECUTIVE OFFICER - 02/2025/07**

**SALARY** : R1 059 105.per annum (All Inclusive MMS Package)

**CENTRE** : Lehurutshe/Zeerust Hospital Complex

**REQUIREMENT** : National Diploma/Bachelor's Degree in Health Sciences. A Post-graduate qualification in Public Health/Health Services Management will be an added advantage. Five (5) years relevant management experience in the Health Services. A valid driver's licence. Computer literacy. Knowledge of Constitution, Public Service Act. 1994, Public Service Regulations of 2016 and applicable Health Legislation/Policies. Good communication (verbal and written), problem solving, policy development, analytical, coordination, financial, planning, organising, negotiation.

**DUTIES** : Manage key performance indicators with regard to Strategic Health Programmes, Human Resources, Financial Management, Supply Chain Management, Risk Management and Auxiliary Services. Establish and promote Good Corporate Governance in liaison with the Hospital Board, the District Management Team and other stakeholders. Manage the provision of integrated and good quality health services. Provide appropriate leadership to the Hospital Management Team. Manage conditional grants and funding for special health programmes and projects. Account to the Director: District Health Services.

**ENQUIRIES** : MS N Legobye, Tel 018 3840420

**POST 14/164** : **SENIOR LEGAL ADMINISTRATION OFFICER MR-6 - 02/2025/08**

**SALARY** : R932 904.per annum. (All Inclusive Package)

**CENTRE** : Provincial Office - Mahikeng

**REQUIREMENTS** : A recognized LLB degree or equivalent qualification. At least 8 years appropriate post qualification legal experience. Admission as either an attorney or Advocate. Knowledge of the Constitution, Public Finance Management Act, Public Service Act 103 of 1994, Labour Relation Act 66 of 1995, National Health Act 63 of 2003,any other and general legal knowledge and legislations 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 drafting legislation and contracts, contract and litigation management. Computer literacy. A valid driver's license (not applicable to candidates who do not qualify due to disability).

**DUTIES** : Without supervision perform, inter alia, the following: Supervise legal administration officers. Cause Departmental legislation to be developed, amended and monitor the implementation thereof; Provide legal advice on any legal matter that may arise. Manage litigation, draft, vet and interpret contracts and perform contract management. Draft internal labour appeals on behalf of the appeal authority; Participate in and/or conduct alternative dispute resolution. Where appropriate draft pleadings. Liaise with stakeholders, other organs of state and the public. Attend to the complaints received from chapter 9 & 10 institutions. Represent the Department at various for a, including but not limited to Bargaining Council & any other quasi-judicial bodies. Input into policy development and other strategic documents of the Department. Contribute to the overall performance of the Directorate: Legal Services. Assist in undertaking efficient budgeting and expenditure control as well as procurement according to the PFMA and Departmental prescripts. Deputise the director.

		Manage and comply with delegated responsibilities. Perform other duties as may from time to time be delegated by the senior manager.
<b><u>ENQUIRIES</u></b>	:	ADV T. MMAKO, TEL: (018) 391 4177/78
<b><u>POST 14/165</u></b>	:	<b><u>DEPUTY DIRECTOR: MATERNAL &amp; NEONATAL HEALTH - 02/2025/09</u></b>
<b><u>SALARY</u></b>	:	R896 436.per annum. (All Inclusive MMS Package)
<b><u>CENTRE</u></b>	:	Provincial Office - Mahikeng
<b><u>REQUIREMENTS</u></b>	:	National Diploma/Bachelor's Degree in Nursing and Advanced Midwifery and Neonatology. Five (5) years' relevant experience of which 3 years must be at Assistant Director or equivalent level in Mother and Child Health Unit. Registered with the South African Nursing Council (SANC) as a Professional Nurse. A valid driver's license. Computer literacy. Knowledge and insight of legislation and policies, relevant to current nursing practice within Public Service. Disciplinary and conflict management skills. Knowledge of Human Resource and Financial policies. Leadership, organizational and creative problem solving and decision making skills. Ability to compile reports and give feedback at meetings. Knowledge of Performance Management & Development System (PMDS).
<b><u>DUTIES</u></b>	:	Provide strategic leadership to Districts in matters relating to Maternal and Neonatal Health policies, protocols and all other related legislation. Participate in the development of policies, review, dissemination and translation of National Policy into provincial strategic and operational plans. Build capacity for the health care workers through coordination of programme related training. Support implementation of Perinatal Problem Identification Program (PPIP) at health facilities conducting deliveries. Facilitate and coordinate maternal death notification across the Province. Compile Saving Mothers and Saving Babies Reports through Maternal Morbidity and Mortality Audit System (MAMMAS) and Perinatal Problem Identification Program (PPIP). Facilitate and monitor implementation of Saving Mothers and Saving Babies recommendations. Facilitate Provincial Maternal Death Assessors Committee work. Resource mobilization, ensure equitable distribution and monitor expenditure patterns. Provide strategic support to districts & Sub-districts, monitor programme implementation. Integration of Maternal & Neonatal health programme into the other Strategic Health programmes. Communicate and collaborate with internal and external stakeholders on programme related matters and service delivery planning.
<b><u>ENQUIRIES</u></b>	:	MS G Tsele Tel No: 018 391 4402
<b><u>POST 14/166</u></b>	:	<b><u>DEPUTY DIRECTOR: FINANCIAL ASSETS &amp; LIABILITIES - 02/2025/10</u></b>
<b><u>SALARY</u></b>	:	R896 436.per annum. (All Inclusive MMS Package)
<b><u>CENTRE</u></b>	:	Provincial Office - Mahikeng
<b><u>REQUIREMENTS</u></b>	:	National Diploma/Bachelor's Degree in Commerce/ Accounting/Financial Management. Five (5) years' experience in Financial Management environment in the Public Sector of which 3 years should at Assistant Director Level. Knowledge of PERSAL and BAS (Successfully completed PERSAL Introduction Course & General Principles of BAS). Advanced Computer skills. (MS Word and Excel). Good interpersonal, analytical, communication, investigation and report writing skills. A valid driver's license. Knowledge of PFMA and Treasury Regulations including other financial Prescripts. Ability to demonstrate knowledge of Modified Cash Standard and Accounting Manual for departments. Public Service Act, Public Service Regulations, and related Human Resource Acts. Good verbal and written communication skills, conflict Management and problem-solving skills; outstanding people management skills and good presentation skills.
<b><u>DUTIES</u></b>	:	Manage the Sub-directorates performance. (Human Resource Management and Development) Monitor departmental Trial Balance to ensure that Expenditure, Revenue, Assets and Liabilities are correctly reflected. Coordinate and facilitate compilation and submission of Interim Financial Statement (IFS) / Annual Financial Statements (AFS) to relevant Treasury and Auditor General. Administer all prepared departmental journals. Ensure that all suspense and control accounts are cleared and reconciled monthly. Ensure prompt recording of personnel debts on BAS and monitor recovery accordingly. Liaise and engage institutions on personnel debt follow up. Ensure adequate internal financial control and system and mitigating of potential risks. Prepare internal and external audit information.

**ENQUIRIES** : MS. S.S Mekgwe, Tel: 018-391 4640

**POST 14/167** : **DEPUTY DIRECTOR: INTERNAL CONTROL - 02/2025/11**

**SALARY** : R896 436.per annum. (All Inclusive MMS Package)  
**CENTRE** : Provincial Office - Mahikeng  
**REQUIREMENTS** : National Diploma/Bachelor's Degree in Accounting/Auditing. Five (5) years relevant experience in the Auditing/Internal Control Environment of which 3 years should be at Assistant Director Level. A valid driver's license. Competencies: In-depth knowledge of the legislative environment applicable to government finance and supply chain management, implementation and monitoring of related policies and procedures within a government environment. Excellent supervisory and operational management skills. Good interpersonal relations and written & verbal communication skills. The ability to maintain high levels of confidentiality and to prioritize work in high-pressure environments. Knowledge of relevant prescripts (PFMA, Treasury regulations, BBBEE Act, PPPFA). In-depth knowledge of Performance Management, Leadership, communication, financial management, planning and execution skills. Willingness to work irregular hours and meet tight deadlines; Ability to travel extensively

**DUTIES** : Implement Internal Control and Compliance functions within the department. Facilitate, identify, record, investigate, report and appropriate disclosures of Fruitless & Wasteful Expenditure, Irregular Expenditure, Unauthorised expenditure and Losses & damages in accordance with National Treasury Prescripts and frameworks. Monitor compliance to financial delegations, Financial Policies and Procedures. Coordinate Audits, Review internal and external audit reports/audit findings. Identify internal control weaknesses (both financial and operational), recommend mitigations and monitor implementation of mitigation plans. Facilitate development of audit action plans and monitoring implementation of audit action plans across the department. Maintain the Combined Assurance Plan.

**ENQUIRIES** : MR T Rasodi, Tel: 018-391 4640

**POST 14/168** : **DEPUTY DIRECTOR: FINANCE - 02/2025/12**

**SALARY** : R896 436.per annum. (All Inclusive MMS Package)  
**CENTRE** : provincial office - Mmabatho medical stores  
**REQUIREMENTS** : National Diploma/Bachelor's Degree in Commerce/Financial Management/Accounting. Five (5) years' relevant experience in Financial Management of which 3 years must be at Assistant Director Level with strong technical accounting and management skills. A valid driver's license. Computer literacy. Knowledge of Government Procurement Procedure and Regulations. Knowledge of Walker, BAS, CSD, PPPFA, PFMA and Treasury Regulations. Strong communication, interpersonal and organizational skills. Knowledge of, Supply Chain Management, Finance, Risk Management and Internal control. Knowledge of Regulatory framework for Public Service and other administration Policies. Discipline, innovation, creativity and problem solving.

**DUTIES** : Manage financial procedures of the organizational units including accounts, financial planning and budget. Manage reports extracted from Drug Supply Management System (DSMS) for effective financial management of budget. Report on budget deviation, cost control and cost analysis programs, audit expenditure in Depot. Complete and monitor the budget. Manage creditor's payments. Prepare monthly/quarterly expenditure variance reports. Administer financial transactions and documents. Lead and maintain an effective and efficient cash flow management system. Prevent and report unauthorized, irregular, fruitless expenditure. Monitor financial performance in relation to departmental priorities and conditional grants. Develop and maintain effective and efficient internal control systems. Ensure the implementation of Audit recommendation including responses thereof. Manage the key deliverables of the supervisees and the critical components of the Finance and Supply Chain Management services units. Provide effective leadership on financial management. Establish sound relations Depot suppliers. Analyze the reports and come up with the quality improvement plans.

**ENQUIRIES** : MS M Masike, Tel: 018-384 4839/ 087

<b><u>POST 14/169</u></b>	:	<b><u>DEPUTY DIRECTOR: POLICY - 02/2025/13</u></b>
<b><u>SALARY</u></b>	:	R896 436.per annum. (All Inclusive MMS Package)
<b><u>CENTRE</u></b>	:	Provincial Office - Mahikeng
<b><u>REQUIREMENTS</u></b>	:	National Diploma/Bachelor's Degree in Social Sciences/Humanities/ Public Management/Administration. Postgraduate qualification will be an added advantage. Five (5) years' experience in Strategic Planning or Policy Management and Development of which 3 years should be at Assistant Director level. A valid driver's license. Skills and competencies: Knowledge of policy development and analysis, research methodologies, ability to interpret research data, strategic planning abilities, understanding of public service systems, stakeholder and people management, good ICT skills. Computer literacy.
<b><u>DUTIES</u></b>	:	Facilitate the development and review of Departmental policies and regulatory frameworks; scanning the policy environment to inform development of policies and strategy; producing discussion documents for policy development. Coordinate policy development of the Department and ensure alignment with national and provincial health priorities. Analyse policy developments from other sectors impact to the Department. Ensure policy advocacy for alignment at different fora. Ensure overall coordination of Departmental Policy Reviews to ensure compliance with all administrative requirements, regulations, rules and instructions pertaining to the provincial and Department impacts and outcomes. Undertake an active role to the Departmental planning and research processes.
<b><u>ENQUIRIES</u></b>	:	MR K.F Rabanye, Tel. 018 391 400/4001
<b><u>POST 14/170</u></b>	:	<b><u>DEPUTY DIRECTOR: PLANNING - 02/2025/14</u></b>
<b><u>SALARY</u></b>	:	R896 436.per annum. (All Inclusive MMS Package)
<b><u>CENTRE</u></b>	:	Provincial Office - Mahikeng
<b><u>REQUIREMENTS</u></b>	:	National Diploma/Bachelor's Degree in Social Science/ Public Administration/ Management/Commerce/Humanities. Five (5) relevant years' experience of which three (3)b years should be at Assistant Director Level in the Public Service environment. Knowledge and understanding of Strategic Planning framework, systems, procedures and processes applicable in Public Service. Knowledge and understanding of departmental key priorities, strategic objectives, goals and reporting framework. Skills and Competencies: Advanced expertise in MS Word, Excel and PowerPoint, demonstrable experience presenting complex information at a high level in diverse settings, excellent facilitation skills and competencies in developing, leading, and managing planning processes in both large and small group settings, excellent quantitative and qualitative analytical skills, and demonstrable experience in developing and reviewing planning guidelines and promoting them.
<b><u>DUTIES</u></b>	:	Coordinate the compilation of Departmental Strategic Plan, Annual Performance Plan, Annual Operational Plan, and Programme of Action. Guide programme managers on the implementation of strategic plan, APP, Operational Plans. Identify deviations in the implementation of strategic plan, APP, Operational Plan and recommend corrective action. Manage the consolidation of monthly and quarterly performance reports. Quality assure quarterly performance data. Submit quarterly reports for reporting. Provide analysis on the quarterly reports. Manage staff performance, training and development, leave and conduct. Manage budget.
<b><u>ENQUIRIES</u></b>	:	MR K.F Rabanye, Tel. 018 391 400/4001
<b><u>POST 14/171</u></b>	:	<b><u>DEPUTY DIRECTOR: GOVERNANCE &amp; TRADITIONAL HEALTH PRACTITIONERS - 02/2025/15</u></b>
<b><u>SALARY</u></b>	:	R896 436.per annum (All-inclusive MMS Package)
<b><u>CENTRE</u></b>	:	Provincial Office - Mahikeng
<b><u>REQUIREMENTS</u></b>	:	National Diploma/Bachelor's Degree in Business / Public Management/ Administration/Social Sciences. Proven planning, organizing, co-ordination, research, monitoring and evaluation. Five (5) years' relevant experience of which 3 years must be at a Middle Management/Assistant Director level. Knowledge and in-depth understanding of relevant legislations and prescripts in relation to Health Governance Structures and Traditional Health Practitioners issues. Computer literacy. Knowledge of Budgeting processes in the Public Service, PFMA, Treasury Regulations and Supply Chain

		Management prescripts. Skills: Analytical and innovative, good communication (both written and verbal) and interpersonal. Project Management, leadership and problem-solving skills. Ability to work under pressure, independently and meet tight deadlines. Presentation and advanced report writing skills. A valid driver's license and willingness to travel extensively.
<b><u>DUTIES</u></b>	:	Compile the Strategic and Operational Plans in accordance with national and provincial goals and objectives. Manage the Coordination and monitoring of the implementation of Health Governance Structures Programme in the department. Manage the Coordination and Monitoring of the inclusion of Traditional Health Practitioners into the Health System. Oversee the implementation of relevant legislation and prescripts governing the Health Governance Structures and Traditional Health Practitioners Programmes in the department. Develop plans, initiate projects and provide guidance to the Health Governance, Traditional Health Practitioners' Structures including other relevant Stakeholders of the department. Coordinate Capacity building Programmes for members of the respective structures at various levels. Strengthen the relationship with the Departmental Partners and Stakeholders. Management of resources in the Sub-directorate.
<b><u>ENQUIRIES</u></b>	:	MS M Lerumo, Tel 018 391 4183
<b><u>POST 14/172</u></b>	:	<b><u>DEPUTY DIRECTOR: SYSTEMS AND DATABASE MANAGEMENT - 02/2025/16</u></b>
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R896 436.per annum. (All Inclusive MMS Package) Provincial Office - Mahikeng National Diploma/Bachelor's Degree in Information Technology. Oracle Certified Associate/Oracle Certified Profession certification. Five (5) years' relevant experience in Database, preferably Oracle database administration, proven experience in Structured Query Language, Server and experience in Oracle Linux environment of which 3 years should be at Assistant Director Level. A valid driver's license. Experience of managing multiple RDBMS or large systems. Practical experience in monitoring and tuning a database to provide a high availability service. Practical experience in managing internal and external MS SQL database security. Technical experience in Oracle DB 11G, 12, 19C. Computer literacy.
<b><u>DUTIES</u></b>	:	Ensure the availability and performance of the databases that support the system. Work with the team to ensure associated hardware resources are allocated to the databases to ensure high availability and optimum performance. Proactively monitor databases and secure service with minimum downtime. Provide trend analysis to the service management team to enable them to make informed decisions regarding resource management. Work closely with IT project managers, database programmers and web developers. Communicate regularly with technical, applications and operational staff to ensure database integrity and security. Commission and install new applications and customize existing applications in order to make them fit for purpose. Write database documentation, including data standards, procedures and definitions for the data dictionary (metadata). Control access permissions and privileges. Develop, manage and test back-up and recovery plans. Patching and maintenance. Provide Application database administration on MS SQL. Ensure that storage, archiving, backup and recovery procedures are functioning correctly. Ensure capacity planning. Manage servers. Compile specification, Procure hardware and software and licenses. Develop and implement policies. Manage resources and budget of sub directorate.
<b><u>ENQUIRIES</u></b>	:	MR E Khoeta, Tel. 018 391 4011
<b><u>POST 14/173</u></b>	:	<b><u>DEPUTY DIRECTOR: ICT PROJECTS AND CONTRACT MANAGEMENT - 02/2025/17</u></b>
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R896 436.per annum. (All Inclusive MMS Package) Provincial Office - Mahikeng National Diploma/ Bachelor's Degree in Information Technology. Certified in any of the recognized project management frameworks or completed Project Management as module during completion of a degree or diploma. Five (5) years' relevant experience in Information and Communications Technology of which 3 years should be at Assistant Director level in implementing ICT Projects. A valid driver's license. Computer literacy. Willingness to travel extensively.

- DUTIES** : Develop, implement and monitor ICT project plans. Provide advisory to the Department on management of ICT projects. Participate in the Department's migration to digital health through effective management of ICT projects. Develop and implement policies in relation to management of projects. Ensure creation and maintenance of project files. Manage all ICT projects. Ensure development and implementation of systems, policies and processes for management of ICT contracts.
- ENQUIRIES** : MR H.M Metsileng, Tel. 018 391 4011
- POST 14/174** : **DEPUTY DIRECTOR: DATABASE ADMINISTRATOR - 02/2025/18**
- SALARY** : R896 436.per annum. (All Inclusive MMS Package)  
**CENTRE** : Provincial Office - Mahikeng  
**REQUIREMENTS** : National Diploma/Bachelor's Degree in Information and Communications Technology. At least 5 years' experience in database management of which 3 years should be at Assistant Director level experience in SQL Server environment. Experience in Linux environment. A valid driver's license.
- DUTIES** : Monitoring of the databases and performance tuning. Database security. Application of patches. System (database and application) upgrades. Development of guidelines for management of databases. Development and implementation of disaster recovery plans, policies and procedures. Develop database documentation, including data standards, procedures and definitions for the data dictionary (metadata). Development and implementation of policies and procedures for server maintenance (installation, configuration, and maintenance). Work with the team to ensure associated hardware resources are allocated to the databases to ensure high availability and optimum performance. Commission and install new applications and customize existing applications in order to make them fit for purpose. Control access permissions and privileges. Management of personnel and finances. Track, monitor and implement audit findings related to IT systems and governance.
- ENQUIRIES** : MR E Khoeta, Tel: 018 391 4011
- POST 14/175** : **DEPUTY DIRECTOR: HEALTH FACILITY PLANNER - 02/2025/19**
- SALARY** : R896 436.per annum (All Inclusive MMS Package)  
**CENTRE** : Provincial Office - Mahikeng  
**REQUIREMENTS** : Bachelor's Degree in any Health Sciences. Five (5) years' experience in Health Planning from an infrastructure perspective post qualification. A valid driver's license. Computer literacy. Main Role: To provide health planning support and expert health design guidance for the preparation of Business Cases and Project Strategic Briefs.
- DUTIES** : 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** : MR M manhivi, tel. 018 391 4437
- POST 14/176** : **CIVIL/STRUCTURAL ENGINEER (PRODUCTION): INFRASTRUCTURE PLANNING - 02/2025/20**
- SALARY** : R879 342 - R1 323 267.per annum. (All Inclusive Package) Final salary will be determine by the appropriate/recognizable years of experience in Engineering post professional registration
- CENTRE** : Provincial Office - Mahikeng  
**REQUIREMENTS** : Bachelor's Degree in Engineering (Civil). Three (3) years' experience post qualification. Shortlisted candidates will be required to current proof of registration as a Professional Engineer with Engineering Council of South Africa (ECSA). Computer literacy. A valid drivers' license. Main Role: To provide civil/structural engineering inputs and guidance which include all aspects of innovative and complex engineering applications for the development of infrastructure strategies, policies, systems, projects functional / technical norms and standards aligned to the Provincial Infrastructure Delivery Management System. [IDMS].
- DUTIES** : 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 civil/structural engineering 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 civil/structural engineering installations and oversee commissioning of engineering installations. Make inputs to the preparation of the User Asset Management Plan. Undertake research.

- ENQUIRIES** : MR M Manhivi, Tel. 018 391 4437
- POST 14/177** : **ARCHITECT (PRODUCTION): INFRASTRUCTURE PLANNING - 02/2025/21**
- SALARY** : R761 157 – R 1 144 008 per annum. (All Inclusive Package) Final salary will be determined by the appropriate/recognizable years of experience in Architectural post professional registration
- CENTRE REQUIREMENTS** : Provincial Office - Mahikeng  
: Bachelor's Degree in Architecture. Three (3) years' experience post qualification. Shortlisted candidates will be required to submit current proof of registration as a Professional Architect with the South African Council for the Architectural Professions (SACAP). Computer literacy. A valid drivers' license. Main Role: To assist and manage the delivery of the infrastructure built environment programmes and projects in line with the Provincial Infrastructure Delivery Management System (IDMS).
- DUTIES** : Prepare the construction procurement strategy and the infrastructure Programme Management Plan. Prepare and/or approve Packages/Individual Projects 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 Programme /Projects. Approve Project Stage reports & designs. Manage the interface between the end-user/community structures and implementing Agent (s)
- ENQUIRIES** : MR M Manhivi, Tel. 018 391 4437
- POST 14/178** : **QUANTITY SURVEYOR (PRODUCTION): INFRASTRUCTURE PLANNING - 02/2025/22**
- SALARY** : R761 157 – R1 144 008 per annum (All Inclusive Package) Final salary will be determined by the appropriate/recognizable years of experience in Quantity Surveyor post professional registration
- CENTRE REQUIREMENTS** : Provincial Office – Mahikeng  
: Bachelor's Degree in Quantity Surveying. Three (3) years' experience post qualification. Shortlisted candidates will be required to submit current proof of registration as a Professional Quantity Surveyor with South African Council for the Quantity Surveying Professions (SACQSP). Computer literacy. A valid divers' licence. Main Role: To provide quantity surveying inputs and guidance for the development of infrastructure strategies, policies, functional / technical norms and standards, plans in line with the Provincial Infrastructure Delivery Framework for the planning and construction of projects.
- DUTIES** : Customise quantity surveying and costs norms / standards for health facilities. 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 Budget. Undertake research.
- ENQUIRIES** : MR M Manhivi, Tel. 018 391 4437
- POST 14/179** : **QUANTITY SURVEYOR (PRODUCTION): INFRASTRUCTURE DELIVERY PROGRAMME - 02/2025/23**
- SALARY** : R761 157 – R1 144 008 per annum (All Inclusive Package) Final salary will be determined by the appropriate/recognizable years of experience in Quantity Surveyor post professional registration
- CENTRE REQUIREMENTS** : Provincial Office - Mahikeng  
: Bachelor's Degree in Quantity Surveying. Three (3) years' experience post qualification. Shortlisted candidates will be required to submit current proof of registration as a Professional Quantity Surveyor with South African Council for the Quantity Surveying Professions (SACQSP). Computer literacy. A valid divers' licence. Main Role: To assist to manage the delivery of the infrastructure

		built environment programmes and projects in line with the Provincial Infrastructure Delivery Management Systems (IDMS)
<b><u>DUTIES</u></b>	:	Prepare the construction procurement strategy and the infrastructure Programme Management Plan. Prepare and/or approve Packages/Individual Projects 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 Programme Implementation Programmes/Projects. Approve Project Stage reports & designs. Manage the interface between the end-user/community structures and implementing Agent (s)
<b><u>ENQUIRIES</u></b>	:	MR M Manhivi, Tel. 018 391 4437
<b><u>POST 14/180</u></b>	:	<b><u>CANDIDATE ENGINEER: INFRASTRUCTURE DELIVERY PROGRAMME - 02/2025/24</u></b> (Five Year Contract)
<b><u>SALARY</u></b>	:	R761 157.per annum (All Inclusive package)
<b><u>CENTRE</u></b>	:	Provincial Office - Mahikeng
<b><u>REQUIREMENTS</u></b>	:	Bachelor's Degree in Engineering. Shortlisted candidates will be required to submit current proof of registration as a Candidate Engineer with ECSA (Civil/structural engineer or Electrical or Mechanical Engineer). A valid drivers' licence. Computer literacy. Main Role: To assist to manage the delivery of the infrastructure built environment programmes and projects in line with the Provincial Infrastructure Delivery Management Systems (IDMS)
<b><u>DUTIES</u></b>	:	Assist to prepare the construction procurement strategy and the infrastructure Programme Management Plan. Assist to prepare Packages/Individual Projects Briefs. Contribute to the review and acceptance of the infrastructure Programme Implementation Plan. Assist monitor the implementation of Programme Implementation Programmes/Projects. Make inputs to different Project Stage reports & designs. Assist to manage the interface between the end-user/community structures and implementing Agent (s)
<b><u>ENQUIRIES</u></b>	:	MR M Manhivi, Tel. 018 391 4437
<b><u>POST 14/181</u></b>	:	<b><u>ELECTRICAL ENGINEER (PRODUCTION): INFRASTRUCTURE PLANNING - 02/2025/25</u></b>
<b><u>SALARY</u></b>	:	R879 342 - R1 323 267.per annum. (All Inclusive Package) Final salary will be determine by the appropriate/recognizable years of experience in Engineering post professional registration
<b><u>CENTRE</u></b>	:	Provincial Office - Mahikeng
<b><u>REQUIREMENTS</u></b>	:	Bachelor's Degree in Engineering (Electrical). Three (3) years' experience post qualification. Shortlisted candidates will be required to submit current proof of registration as a Professional Engineer with the Engineering Council of South Africa (ECSA). Computer literacy. A valid drivers' license. Main Role: 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.
<b><u>DUTIES</u></b>	:	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. Undertake research.
<b><u>ENQUIRIES</u></b>	:	MR M Manhivi, Tel. 018 391 4437
<b><u>POST 14/182</u></b>	:	<b><u>MECHANICAL ENGINEER (PRODUCTION): INFRASTRUCTURE PLANNING - 02/2025/26</u></b>
<b><u>SALARY</u></b>	:	R879 342 - R1 323 267.per annum (All Inclusive Package) Final salary will be determine by the appropriate/recognizable years of experience in Engineering post professional registration
<b><u>CENTRE</u></b>	:	Provincial Office - Mahikeng
<b><u>REQUIREMENTS</u></b>	:	Bachelor's Degree in Engineering (Mechanical). Three (3) years' experience post qualification. Shortlisted candidates will be required to submit current

- proof of registration as a Professional Engineer with Engineering Council of South Africa (ECSA). Computer literacy. A valid drivers' license. Main Role: 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.
- DUTIES** : 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. Undertake research.
- ENQUIRIES** : MR M Manhivi, Tel. 018 391 4437
- POST 14/183** : **DEPUTY DIRECTOR: LABOUR RELATIONS - 02/2025/27**
- SALARY** : R896 436 - R1 323 267 per annum. (All Inclusive MMS Package)  
**CENTRE** : provincial office - Mahikeng  
**REQUIREMENTS** : National Diploma/Bachelor's Degree in Labour Relations/Labour Law/LLB. Five (5) years relevant experience in Labour relations of which 3 years should be at Assistant Director Level. Knowledge and experience in Policy development and implementation. Sound knowledge of the Public Service Act, Public Service Regulations, Labour Relations Act of 1995, Public Service Collective Agreements and Relevant Labour Law Legislations e.g. BCEA, EEA, SDA and related Legal Framework. Knowledge of evidentiary rules. Good verbal and written communication skills, investigative, analytic and report writing skill. Computer literacy. A valid driver's license.
- DUTIES** : Provide input into Employee Relations Policies. Analyse current Policies and Labour Relations trends. Recommend Policy amendments. Implement Employee Relations Policies. Advise the department on key Labour Relations Policy issues and new developments. Advise Management and Employees on all employee relations matters. Manage dispute resolution, collective bargaining matters, facilitation of grievance resolutions and disciplinary processes. Management of human resources. Investigate complex cases. Register and maintain a database of all cases including grievances. Maintain compliance in all labour relations matters, dissemination of information and conducting of training. Liaise with internal and external stakeholders. Represent the Department at Conciliation and Arbitrations proceedings. Ensure that approved resolutions are implemented. Manage conflict resolution.
- ENQUIRIES** : ADV. P Monchusi, Tel 018 391 4345
- POST 14/184** : **ENGINEERING TECHNICIAN: ENGINEERING AND TECHNICAL SERVICES 02/2025/28 (2 POSTS)**  
 Purpose: To render technical services and support in engineering research, design, manufacturing, operations and maintenance.
- SALARY** : R391 671.per annum (plus benefits)  
**CENTRE** : Provincial Office  
**REQUIREMENTS** : National Diploma in Engineering. Three (3) years' post qualification Engineering experience. Shortlisted candidates will be required to submit current proof of registration with Engineering Council of South Africa (ECSA) as Professional Engineering Technician. Computer literacy. A valid drivers' license.
- DUTIES** : Assist the Engineer with technical activities. Promote safety in line with statutory and regulatory requirements. Evaluate existing maintenance technical manuals, standard drawings and procedures. Produce technical designs with specifications. Assist to manage the execution of the maintenance strategy. Assist to set engineering maintenance standards, specifications and service levels according to organisational objectives to ensure optimum operational availability. Assist to monitor maintenance efficiencies according to organizational goals to direct or redirect engineering services for the attainment of organizational objectives. Collect and analyse data on use of utilities by Health Facilities. Undertake research.s
- ENQUIRIES** : MR M Manihvi, Tel. 018 391 4437