

**PROVINCIAL ADMINISTRATION: KWAZULU-NATAL
DEPARTMENT OF HEALTH**

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

- APPLICATIONS** : All applications should be forwarded to: Assistant Director: HRM, Edumbe Community Health Centre, 463 eDumbe Main Street Location, Paulpietersburg, 3180, HR office No: 46 or e-mail to Getrudfikelephi.nkosi@kznhealth.gov.za NB: Sending applications using courier service/hand delivery is encouraged as we do not have the Post Office at Paulpietersburg.
- CLOSING DATE** : 02 September 2025
- NOTE** : Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. All other documents will be submitted by shortlisted candidates only. The Reference Number must be indicated in the column (Part A) and provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment received within 3 months after the closing date, they must accept that their applications were unsuccessful. Shortlisted applicants who are in possession of a foreign qualification will be requested to submit an evaluation certificate from the South African Qualifications Authority (SAQA) before or on the date of interview. Non- RSA Citizens will be requested to submit Work Permit before or on the day of interview. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised posts are free to apply. Please note that S & T will not be paid to candidates who are invited for the interviews.

OTHER POST

- POST 29/62** : **OPERATIONAL MANAGER: SPECIALTY-OUTREACH (ADVANCED MIDWIFE) REF NO: 06/2025**
Job Purpose: To facilitate and provide mentorship for clinical HIV management and midwifery practice at primary health care level
- SALARY** : R693 096 per annum, (OSD). Other Benefits: Medical Aid – Optional, Housing Allowance - Employee must meet prescribed requirements, 13th Cheque and 12% rural allowance.
- CENTRE REQUIREMENTS** : Edumbe Sub-District
Grade 12 Certificate (Matric), Diploma/Degree in Nursing or equivalent qualification that allows registration with the SANC as Professional Nurse. A Post Basic Nursing qualification in midwifery neonatal nursing science, with a duration of at least 1 year accredited with the SANC. A minimum of nine (9) years appropriate /recognizable experience in nursing after registration as a Professional Nurse with SANC. At least five (5) years of the period referred to above must be appropriate/recognizable experience as an advanced Midwife after obtaining the one (1) year post-basic qualification in Advance Midwife. Current registration with the South African Nursing Council (SANC) as a Professional Nurse. Unendorsed valid driver's license. Knowledge, Skills & Competencies: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks such as: Nursing Act, Health Act, Occupational Health and Safety Act, Patient Rights Charter, Batho Pele Principles, Public Service Regulations, Labour Relations Act, Disciplinary Code and Procedure, Grievance Procedure, etc - Good communication skills, Report writing skills, Facilitation skills, Counselling skills, Coordination skills, Planning and organizing skills, Ability to function as part of a team, Decision making skills and Computer skills.

DUTIES

: Facilitate and provide mentorship for clinical maternal and paediatric HAST management and midwifery practice at primary health care facilities. To conduct skills audit for newly appointed midwives and train accordingly. To conduct skills audit for newly appointed midwives and train accordingly. Provide professional and technical support for the provision of quality patient care through proper management of integrated Antenatal, Intrapartum and Postnatal care, Vertical Transmission Prevention (VTP) and Maternal Child and Woman Health (MCWH). Support the Sub District perinatal and wedge meetings working closely with assistant Nursing manager: PHC -To conduct clinical audits under the MCWH and VTP programme. Provide professional and technical support for the provision of quality patient care through proper management of integrated Antenatal, Intrapartum and Postnatal care, Vertical Transmission Prevention (VTP) and Maternal Growing KwaZulu-Natal together working closely with assistant Nursing manager: PHC -To conduct clinical audits under the MCWH and VTP programme. Facilitate implementation and adherence to Policy guidelines and Standard Operating Procedures (SOPs). Ensure availability of policy guidelines including revised circulars to all the facilities. Provide training on all the guidelines, SOPs and circulars. Orientates midwives on revised policies procedures and standard operating procedures. Monitor the implementation of MCWH and VTP policies/guidelines, SOPs and standards of care. To Facilitate Child Health Services. Facilitate Early Infant Diagnosis (EID) for HIV exposed infants through real time PCR and MDO monitoring. Monitor the HIV testing for all HIV exposed infant in his/her facilities using the Elimination of Mother to Child transmission (EMCT) tracking tool. Monitor the implementation of Integrated Management of Childhood Illness (IMCI). Monitor the initiation of all HIV positive infants within 7 days. To facilitate Capacity Building of staff offering MCWH. Conduct supportive supervision and identify gaps in training needs. Provide onsite training, coaching and mentorship according to identified needs. Facilitate regular Essential Steps in the Management of Obstetrics Emergencies (ESMOE) Fire Drills in the facilities they support. Ensure that the validation and counter-signing processes are adhered to through capacity building. Facilitate data for action Monitoring and reporting using the continuous quality improvement (CQI) methodology. Facilitate training and coaching on key integrated VTP MCWH key data elements and indicators. Facilitate and coach midwives on the use of run charts to be able to identify poor performing indicator and come up with quality improvement plans. Facilitate wedge meetings where facilities will present their key dashboard indicators. Compile Sub District reports on Monthly, Quarterly and Annually basis.

ENQUIRIES

: Mrs LT Msibi Tel No: (034) 995 8500, Ext: 8528

DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE

APPLICATIONS

: Direct your application quoting the reference number of the post you are applying for and the name of the publication in which you saw the advertisement to The Director: Human Resource Management Department of Public Works, Private Bag X9142, Pietermaritzburg, 3200, for attention Mrs ZJ Hlongwane. Alternatively, applications can be delivered to 191 Prince Alfred Street, Pietermaritzburg. Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs. Applicants can submit their Z83 and CV online.

CLOSING DATE **NOTE**

: 05 September 2025

: Directions To Candidates Note to applicants: The Provincial Administration of KwaZulu-Natal is an equal opportunity, affirmative action employer and Women and people with disabilities are encouraged to apply. Applications must be submitted individually on the prescribed new approved Z83 form, the form is available from the website www.kznworks.gov.za or can be obtainable from any Public Service department, and must be accompanied by a comprehensive Curriculum Vitae (CV). Certified copies of supporting documents need not accompany your application and CV, as these will be requested from shortlisted candidates only. Faxed or electronic copies will not be considered. Candidates are urged to view the guidelines available to all prospective candidates applying for vacant position on the departmental website before completing applications for posts. Direct your application quoting the reference number of the post you are applying for and the name of the publication in which you saw the advertisement to Applicants may also visit any one of our Designated Online Application Centre's (DOACS) where our friendly staff will assist you

with applying online or receiving your hardcopy application. You can find the list of Designated Online Application Centers (DOACS) at www.kznonline.gov.za/kznjobs." Candidates are also advised not to send their applications through registered mail, as the Department will not take responsibility for non-collection thereof. It is the applicants' responsibility to have foreign qualifications assessment for equivalent by the South African Qualifications Authority (SAQA). Applications that do not comply with the above-mentioned instructions will be disqualified. Please note that the Department reserves the right not to fill the post. Recommended candidate's personal information will be subject to vetting prior to an offer of appointment being made. Candidates are expected to be available on the date set for the interviews or they may be disqualified. Should you not have been contacted by this office within 3 months of the closing date of the advertisement, kindly consider your application being unsuccessful. Please note that further communication shall be restricted to those candidates who will have been shortlisted. 1.6 The appointed candidate shall be required to sign a performance agreement. Please note that reference checks and/or confirmation of employment will be done with the current employer and candidates are advised to include references from the current employment to facilitate this. The filling of this post will be guided by the Department's Employment Equity targets. Please note that requests for higher salaries will not be entertained for the advertised posts, however it may only be considered for posts falling within the Occupational Specific Dispensation (OSD) subject to the existing provisions. Candidates applying for advertised posts in the Department, will be deemed to have granted consent to their personal information being used to determine suitability in terms of the POPIA Act, 4 of 2013. Please note that employment verifications shall be undertaken for all experience which has been recognized for shortlisting purposes, experience in the public service will need to be supported with a signed job description and PERSAL service record history and experience from the private sector needs to be supported by a certificate of service confirming the name of company, position held, periods of employment and duties performed. Experience that cannot be verified will result in the applicant being disqualified.

MANAGEMENT ECHELON

<u>POST 29/63</u>	:	<u>DIRECTOR: SUPPLY CHAIN MANAGEMENT REF NO: HO/D/SCM/082025</u>
<u>SALARY</u>	:	R1 266 714 per annum (Level 13) (all-inclusive), to be structured in accordance with the rules for Senior Management Services (SMS).
<u>CENTRE</u>	:	Head Office: Pietermaritzburg
<u>REQUIREMENTS</u>	:	An appropriate and recognised NQF level 7 degree or equivalent qualification. A minimum of five (5) years' middle/senior managerial experience in the Supply Chain Management services. Computer Literacy. Possession of a valid driver's licence and an appropriate and applicable SMS Pre-entry (Nyukela) Certificate to be submitted prior to appointment. Skills, Training and Competencies: Understanding of all relevant prescripts. Interpretation and application of policies /legislations. Presentation and facilitation skills. Financial Management skills. Strategic Planning and coordination skills. People management and empowerment skills. Analytical, creative and innovative thinking skills.
<u>DUTIES</u>	:	Manage logistics services. Manage Departmental assets and the asset disposal process. Manage the provision of acquisition and demand management services. Manage construction procurement services. Manage procurement administration and BBBEE. Manage the development and implementation of policies. Manage the resources within the component.
<u>ENQUIRES</u>	:	Dr V Govender (Acting Head of Department) Tel No: (033) 355 5533
<u>NOTE</u>	:	NB: Recommended candidates will be subjected to a security clearance, competency assessment and will also be required to disclose their financial interests and will also be subjected to a technical assessment during the selection process.

DEPARTMENT OF TREASURY

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

<u>APPLICATIONS</u>	:	KwaZulu-Natal Provincial Treasury, P O Box 3613, Pietermaritzburg, 3200 or 145 Chief Albert Luthuli Road Pietermaritzburg, 3200. Applications can also be submitted via the e-services system, please access this site (eservices.gov.za)
<u>FOR ATTENTION</u>	:	Ms SL Ngema
<u>CLOSING DATE</u>	:	29 August 2025
<u>NOTE</u>	:	Note The new Z83 form must be used effective 1st January 2021 and can be downloaded at www.dpsa.gov.za-vacancies . The Z83 must be accompanied by a comprehensive Curriculum Vitae. Only provisionally shortlisted applicants will be contacted and requested to submit their supporting documents. The Z83 must be completed in full. The Department will also conduct reference checks with HR of current /previous employer(s) beside the references provided on CV. Candidates will be subjected security screening and a technical assessment. Under no circumstances will be faxed, emailed and late applications be accepted. The Department discourages applications that are registered and will not be held responsible for applications sent via registered mail which are not collected from the post office. It is the responsibility of the applicant to ensure that the application reaches the Department timeously. Should you not hear from the Department within 3 months of the closing date, please regard your application as unsuccessful. Regrettably, due to excessive budget cuts, the department is not in a position to meet any travel and subsistence costs relating to recruitment processes, or relocation and resettlement costs for successful candidates. Preferences: For Director posts, Females and people with disabilities who meet the requirements. For the Deputy Director post, African Females, African Males and people with disabilities who meet the requirements.

MANAGEMENT ECHELON

<u>POST 29/64</u>	:	<u>DIRECTOR: PROVINCIAL BUDGET REF NO: KZN PT25/35</u>
<u>SALARY</u>	:	R1 266 714 per annum, (all-inclusive annual package)
<u>CENTRE</u>	:	KZN Provincial Treasury, Pietermaritzburg
<u>REQUIREMENTS</u>	:	A 3 year Recognized Degree (NQF7) or higher qualification in Economics, Public Finance, Accounting or related field. SMS Pre-Entry Certificate prior to employment - please access this website for more information https://www.thensg.gov.za/trainingcourse/sms-pre-entry-programme . 5 years of experience at a middle/senior managerial level as a Budget Co-ordinator, Budget Manager or Budget Analyst in a public finance field (financial management, revenue and expenditure management and budgeting systems). A valid driver's license and people with disabilities without valid driver's licenses will be assisted by the department to meet work related travel obligations. Skills, Knowledge and Competencies: Public Finance Management Act. Treasury Regulations. Division of Revenue Act. Public Service Regulatory Framework. Public Finance Management – Best practices. National Treasury Guideline documents. South Africa's fiscal and monetary policy. Provincial policy priorities. Performance budgeting – best practices and guidelines. Vulindlela. Budget formulation. Basic Accounting System (BAS) and Standard Chart of Accounts (SCOA). In-Year Monitoring (IYM). Republic of South Africa Constitution. Public Service Act. Employee Performance and Management System. Project Management Principles. Service Delivery Framework Problem-solving, analytical and numeracy skills. Quantitative and econometric (statistical) analysis. Report writing and general (academic) writing skills. Verbal communication and presentation skills. Good interpersonal relations. Computer skills: Spreadsheets (MS Excel), word processing (MS Word). Research and analysis. Facilitating/ chairing meetings. Monitoring and forecasting. Project management. Budgeting and budgeting systems. Performance budgeting and strategic planning. Problem-solving skills. Human resource management. Strategic Planning Skill.
<u>DUTIES</u>	:	Analyse expenditure trends against budget, compile and submit consolidated expenditure reports. Oversee the process to compile the Adjustments Estimate for the province, draft the Adjustments Bill and provide input into the Adjustments Budget Speech. Oversee the processes to compile the Estimates of Provincial Revenue and Expenditure for the Province, draft the main

Appropriation bill and provide input into the speech. Manage, assess and control the implementation of the provincial budget – Compliance to the PFMA. Manage the development and implementation of policies. Manage the resources of the Directorate.

ENQUIRIES : Ms T Stielau Tel No: (033) 897 4308

POST 29/65 : **DIRECTOR: PUBLIC FINANCE REF NO: KZNPT 25/36**

SALARY : R1 266 714 per annum, (all-inclusive annual package)
CENTRE : KZN Provincial Treasury, Pietermaritzburg
REQUIREMENTS : A 3 year Recognized NQF level 7 qualification or higher qualification in Economics/Public Finance/Revenue or related field. SMS Pre-Entry certificate prior to employment- please access this website <https://www.thensg.gov.za/trainingcourse/sms-pre-entry-programme>. 5 years of experience at a middle/senior managerial level as a revenue co-ordinator, budget analyst in a public finance field/economic analysis environment. A valid driver's license and people with disabilities without valid driver's licenses will be assisted by the department to meet work related travel obligations. Skills, Knowledge and Competencies: Public Finance Management Act and Treasury Regulations. Division of Revenue Act. Public Service Regulatory Framework. Public Finance Management – Best practices. National Treasury Guideline documents. South Africa's fiscal and monetary policy. Provincial policy priorities. Performance budgeting – best practices and guidelines. Vulindlela. Budget formulation. Basic Accounting System (BAS) and Standard Chart of Accounts (SCOA). In Year Monitoring (IYM).

DUTIES : Research into revenue enhancement strategies, implementation of revenue enhancement strategies and provide management of revenue generation. Monitor and evaluate own revenue generation and collection by provincial departments and public entities. Research, develop, oversee the implementation and review of the KZN Provincial Equitable Share. Consolidate inputs and recommendations in terms of the revision and maintenance of Division of Revenue Act (DORA). Manage resources of the Sub-directorate.

ENQUIRIES : Ms T Stielau Tel No: (033) 897 4308

OTHER POST

POST 29/66 : **DEPUTY DIRECTOR: STRATEGIC PLANNING REF NO: KZNPT 25/37**

SALARY : R896 436 per annum, (all-inclusive package)
CENTRE : KZN Provincial Treasury, Pietermaritzburg
REQUIREMENTS : A Recognized 3-year (NQF Level 6) or higher qualification in Social Science (Policy Development Studied, M&E), Business Management, Public Administration. A minimum of 3 years junior management experience in a strategic planning management field. A valid Driver's License. People with disabilities without valid driver's licenses will be assisted by the department to meet work related travel obligations. Skills, Knowledge, And Competencies: Planning Frameworks Relevant legislation and plans, Public Service Regulation, 2016, MTEF and the budget Process, PFMA, Treasury Regulations, Public Service Act 1994, Strategic Plan Framework, Annual Performance Plan, Monitoring & Evaluation, National Treasury Strategic Planning, Advanced MS Office Applications, Service Delivery Framework, Employee performance and management system, Project management Act, Analytical skill, Leader skills, Planning skills, Organizational skill, Management skill, Computer Literacy skill, Policy Analysis/Development skill, Interpersonal relations skill, Presentation skill, Problem Solving Skill, Communication (verbal & written), Report writing skill, Negotiation skill, Risk management skill, Strategic planning skill, Research skill, Facilitation skill, Project Management skill, conflict management skill, Financial Management skill.

DUTIES : Manage the coordination of the department strategic and operational planning process. Develop and maintain strategic planning and reporting guidelines in the department (Strategic plans, Annual Performance Plan, Annual Operational Plan, Service Delivery Improvement Plan). Coordinate the submission and analysis of quarterly, bi-annual and annual report documents. Provide guidance & support to the line manager. Manage the resources of the sub-directorate.

ENQUIRIES : Ms. T Mgujulwa Tel No: (033) 897 4211