

<p>relevant qualification as recognized by SAQA. At least a minimum of three (3) years' experience in the administration of Performance Management at a supervisory / management (Level 7/8). A proven track record in understanding the intricacies of Performance Management. Skills and Knowledge: Knowledge of relevant legislation (e.g. Public Service Act & Regulations, Public Finance Management Act, Constitutional provisions, provincial PMDS policy provisions, etc.). Knowledge of the Public Service Performance Management System. Good working knowledge of PERSAL and all functions relating to PMDS. Valid code B Drivers Licence and ability to travel provide support and training to facilities. Microsoft Excel, Word and PowerPoint. Must have analytical skills. Good, organising, people management, presentation and communication skills. Ability to deal with confidential matters. Ability to plan and implement a project according to project management principles.</p>	
<u>DUTIES</u>	: <p>The successful candidate will be responsible for the following functions: Coordinate the implementation of the performance management system for SMS and Non-SMS members in the Department. Implement monitoring mechanisms to ensure compliance on the performance management and development system and generate reports. Conduct training sessions on PMDS. Provide PMDS Policy support to all employees. Implement payment of all relevant awards including, notch Progression for Non-OSD and OSD Employees. Maintain the PMDS data base systems and PERSAL reporting function on PMDS. Coordinate and facilitate the moderation processes for SMS and Non-SMS members at all levels. Implement sectional implementation plan.</p>
<u>ENQUIRIES</u>	: <p>Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphangwa Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.</p>
<u>POST 02/325</u>	: <p><u>OCCUPATIONAL THERAPIST GRADE 1 REF NO: MPDOH/JAN/26/994</u></p>
<u>SALARY CENTRE REQUIREMENTS</u>	: <p>R397 233 - R454 191 per annum Witbank Hospital (Nkangala District)</p>
	: <p>Senior Certificate / Grade 12 plus appropriate qualification that allows for the registration with the HPCSA in the relevant profession (where applicable). Current registration with the HPCSA as an Occupational Therapist (2026) (Independent Practice). A valid work permit will be required from non-South Africans. Grade 1: No experience required after registration with the HPCSA as an Occupational Therapist (Independent Practice). Minimum of 1-year relevant experience after registration with a recognised Foreign Health Professions and / or the HPCSA as an Occupational Therapist (Independent Practice) for foreign qualified employees. Clinical experience in general adult and paediatric assessment and treatment is required. Knowledge in the fields of mental health, vocational rehabilitation, neurology, hand injuries, burns, amputations, developmental delays, etc. is expected. Clinical experience in these fields will be beneficial.</p>
<u>DUTIES</u>	: <p>To provide optimal and evidence-based occupational therapy in individual and group settings for patients in, out and clinics. To administer standardized and clinical assessments to patients requiring FCEs and other clinical reports. To perform and complete administrative functions including record keeping, statistics, participate in various meetings and awareness campaigns. To plan for and participate in internal and external audits and ensure departmental standards and effective service delivery. To participate in the performance management and training and development programs within the department. To supervise junior level staff. To supervise allocated students and learners.</p>
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<u>POST 02/326</u>	: <p><u>RADIOGRAPHER GRADE 1 REF NO: MPDOH/JAN/26/997 (X3 POSTS)</u></p>
<u>SALARY CENTRE</u>	: <p>R397 233 - R454 191 per annum King Nyabela Hospital (Nkangala District)</p>