TO: DISTRICT MANAGERS
HOSPITAL MANAGERS, COMMUNITY HEALTH CENTRE MANAGERS
HEADS OF INSTITUTIONS
HEAD OFFICE MANAGERS

VACANCIES IN THE DEPARTMENT OF HEALTH

CIRCULAR MINUTE No.G32/2020

The contents of this Circular Minute must be brought to the notice of all eligible employees on the establishment of all Institutions. It must be ensured that all employees who meet the requirements of the post/s are made aware of this circular minute even if they are absent from their normal places of work.

DIRECTIONS TO CANDIDATES:-

1. The following documents must be submitted:-
   (a) Application for Employment Form (Form Z.83), which is obtainable at any Government Department OR from the website - www.kznhealth.gov.za.
   (b) Certified copies of identity document, driver’s licence, highest educational qualifications and professional registration certificates – not copies of certified copies.
   (c) Curriculum Vitae.

2. The Reference Number must be indicated in the column provided on the form Z.83.

NB: (a) Failure to comply with the above instructions, faxed and e-mailed applications will disqualify applicants.
   (b) 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, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).

3. The inclusive remuneration packages indicated on all the enclosed advertised posts consist of basic salary (70% of package), State’s contribution to the Government Employees Pension Fund (13% of basic salary) and a flexible portion that may be structured in terms of the applicable rules.

4. Further, it will be required from the respective successful candidates to enter into a permanent employment contract and a Performance Agreement.
5. Persons with disabilities should feel free to apply for any of the posts.

6. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful.

(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.)

CLOSING DATE FOR APPLICATIONS IS 10 JULY 2020

HEAD: DEPARTMENT OF HEALTH
KWAZULU-NATAL
ELECTRICAL ENGINEER: GRADES A, B AND C:
CLUSTER: (ENGINEERING & TECHNICAL SERVICES): REFERENCE NO.G90/2020
INFRASTRUCTURE DEVELOPMENT: HEAD OFFICE: PIETERMARITZBURG
Salary Package: R 718 059,00 per annum

Please note that there is no direct appointment to Grades B and C. The candidate will only progress to the next grade through performance assessment. Candidates who are already on grades B and C are free to apply for this post.

REQUIREMENTS FOR THE ABOVE POSTS:- • Degree in Electrical Engineering. • Compulsory registration with ECSA as a Professional Engineer (Electrical) • Three years post qualification engineering experience required. • Unendorsed valid Code B driver’s license (Code 08). • Computer literacy with proficiency in MS Office Software applications and Autodesk CAD Programme.

KEY PERFORMANCE AREAS:- • 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 and the Infrastructure Programme Management Plan. • Investigate electrical engineering installations and equipment, undertake design work and implement corrective measures, where necessary. • Oversee implementation (construction) and commissioning of electrical engineering installations. Undertake research.

ENQUIRIES: MR. S. MHLONGO: 033- 9402512
Fighting Disease, Fighting Poverty, Giving Hope

CIVIL ENGINEER: GRADES A, B AND C:
CLUSTER: (ENGINEERING & TECHNICAL SERVICES): REFERENCE NO.G91/2020
INFRASTRUCTURE DEVELOPMENT: HEAD OFFICE: PIETERMARITZBURG
Salary Package: R 718 059.00 per annum

Please note that there is no direct appointment to Grades B and C. The candidate will only progress to the next grade through performance assessment. Candidates who are already on grades B and C are free to apply for this post.

REQUIREMENTS FOR THE ABOVE POSTS:- • BSc or BEng Degree or equivalent qualification in Engineering. • Compulsory registration with ECSA as a Professional Engineer Civil • Three years post qualification engineering experience required. • Unendorsed valid Code B driver’s license (Code 08). • Computer literacy with proficiency in MS Office Software applications and Autodesk CAD Programme.

KEY PERFORMANCE AREAS: - • Prepare the Construction Procurement Strategy and the Infrastructure Programme Management Plan. • Prepare and 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. • Computer literate Approve project stage reports and designs. • Manage the interface between the end-user/community structures and implementation agents.

ENQUIRIES: MR. S. MHLONGO: 033- 9402512
REQUIREMENTS FOR THE ABOVE POSTS:  
- • BSc or BEng Degree in Engineering. • Compulsory registration with ECSA as a Candidate Engineer (Civil) • Unendorsed valid Code B driver’s license (Code 08). • Computer literacy with proficiency in MS Office Software applications and Autodesk CAD Programme.

KEY PERFORMANCE AREAS:  
- • Assist to prepare the Procumbent Strategy, Infrastructure Programme Management Plan [IPMP] and updating of the plan. • Assist to prepare the infrastructure budget and Final Project List. • Assist to monitor the implementation of Programmes and Project by the implementing Agent [IA] and the adherence to the Service Delivery Agreement. • Coordinate and participate in project commissioning, including site visits. • Assist to review infrastructure projects and programmes in line with the built environment norms, standards and legislative. • Study professional journals and publications to stay abreast of new developments. • Update the Infrastructure policies of the Department in terms of research finding, new technology and changes in the institutional environment.

ENQUIRIES:  
MR. S. MHLONGO: 033- 9402512
ENGINEERING TECHNICIAN: CIVIL
CLUSTER: (ENGINEERING & TECHNICAL SERVICES) REFERENCE NO.G93/2020
INFRASTRUCTURE DEVELOPMENT: HEAD OFFICE: PIETERMARITZBURG
Salary Package: R311 859,00 per annum

REQUIREMENTS FOR THE ABOVE POSTS:- • National Diploma in Civil Engineering or equivalent qualification. • Compulsory registration with ECSA as a Professional Civil Engineering Technician. • Unendorsed valid Code B driver's license (Code 08). • Computer literate.

KEY PERFORMANCE AREAS: - • Assist the Engineer with technical activities. • Assist to manage the execution of maintenance strategy through the provision of appropriate structures, systems and resources. • Design and establish a system to collect credible data on the use of utilities by Health Facilities. • Assist to allocate, control monitor and report on all resources. • Assist to continuously monitor the exchange and protection of information between operations and individuals to ensure effective knowledge management according to departmental objectives. • Provide inputs into the budgeting process as required. • Continuous professional development to keep up with new technologies and procedures.

ENQUIRIES: MR. S. MHLONGO: 033- 9402512
QUANTITY SURVEYOR
CLUSTER: (PROGRAMME DELIVERY): REFERENCE NO:G94/2020
INFRASTRUCTURE DEVELOPMENT: HEAD OFFICE: PIETERMARITZBURG
Salary Package: R 618 732,00 per annum

REQUIREMENTS FOR THE ABOVE POST:- • University Degree in Quantity Surveying • Compulsory registration with SACQSP as a professional Quantity Surveyor. Three year’s Quantity Surveyor post qualification experience required. • Unendorsed valid Code B driver’s license (Code 08). • Computer literacy with proficiency in MS Office Software applications.

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED:- • The incumbent will be responsible to provide the quantity surveying inputs and guidance for the development of infrastructure strategies, policies, systems, functional/technical norms and standards, plans for Health in line with the Provincial Infrastructure Delivery Framework for the planning and construction of Health Department Projects. The ideal candidates must have:- • Ability to understand the Health service delivery platform, indicators & service plan and how that links with infrastructure. • Ability to undertake a risk analysis and undertake a risk mitigation strategy. • Ability to interpret existing and develop new Functional and Technical Norms and Standards. • Ability to identify the required information fields and documents for use by Health. • Ability to prepare reports, submissions and presentations. • Have the ability to meet strict project deadlines – preparation of documentation, report writing, chairing and minute taking of site meetings. • Ability to understand how to prepare budgets, extract and interpret information from related information systems. • Ability to understand how to apply the IDMS and IDM Toolkit. • Ability to understand how to identify the required information fields and documents for use by Health.

KEY PERFORMANCE AREAS:- • Customise quantity surveying and cost norms/standards for all health facilities. • Determine quantity surveying policies, plans, procedures and criteria for all infrastructure projects and programmes. • Contribute to project brief documents, costing models and operational narratives. • Make inputs to the User Asset Management, Project lists and Budgets. • Undertake research.

ENQUIRIES: MR. R. POTSANE: 033- 9402559
CANDIDATE CONSTRUCTION PROJECT MANAGER: 5 YEARS CONTRACT

CLUSTER: (PROGRAMME DELIVERY): REFERENCE NO: G95/2020
INFRASTRUCTURE DEVELOPMENT: HEAD OFFICE: PIETERMARITZBURG
Salary Package: R 618 732.00 per annum

REQUIREMENTS FOR THE ABOVE POST:- • A minimum of National Diploma or B Degree in Built Environment. • Compulsory registration with SACPCMP as a Candidate Construction Project Manager. If B Tech-1year experience.
   If National Higher Diploma -18 months experience.
   If National Diploma Diploma-2 years' experience.
• Unendorsed valid Code B driver's license (Code 08). • Computer literacy with proficiency in MS Office Software applications.

KEY PERFORMANCE AREAS: - • Assist to prepare the Procurement Strategy, Infrastructure planning management [IPMP] and updating of the plan. • Assist to monitor the implementation of Programmes and Projects by the Implementing Agent [IA] and the adherence to the Service Delivery Agreement. Coordinate and participate in project commissioning, including site visits. • Assist to review infrastructure projects and programmes in line with the built environment norms, standards and legislative. • Study professional journals and publications to stay abreast of new developments. • Update the Infrastructure policies of the Department in terms of research finding, new technology and changes in the institutional environment.

ENQUIRIES: MR. R. POTSANE: 033- 940 2559

CLOSING DATE: 10 JULY 2020

ALL APPLICATIONS SHOULD BE FORWARDED TO: CHIEF DIRECTOR: Human Resource Management Services KZN Department of Health Private Bag X9051 Pietermaritzburg 3200 OR Hand delivered to: 330 Langalibalele Street Natalia Building, REGISTRY, Minus 1:1 North Tower

(Attention: Mrs B C Shelembe)