



LIMPOPO

PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF HEALTH

REF: S4/1/1

TO: ALL QUALIFYING APPLICANTS

DEPARTMENTAL CIRCULAR NO.....25.....OF 2023



ADVERTISEMENT OF GRANT FUNDED VACANT POSTS IN THE DEPARTMENT OF HEALTH

1. Applicants are hereby invited from suitable qualified candidates for vacant posts.
2. Applications should include a fully completed **new** Z83 form obtainable from any government institution or at www.dpsa.gov.za and must be accompanied by a comprehensive Curriculum Vitae [CV], Highest qualification and ID copy.
3. Shortlisted candidates will be required to come for an interview, at which time, certified copies of all relevant qualifications and copy of ID must be submitted.
4. The new Z83 form must be fully completed and signed by the applicant. The following must be considered in relation to the completion of the Z83 by applicants: All the fields in Part A, Part C and Part D must be completed. In Part B, all fields should be completed in full except the following: South African applicants need not provide passport numbers. If an applicant responded "No" to the question "Are you conducting business with the State or are you a Director of a Public or Private company conducting business with the State? If yes (provide detail)" then it is acceptable for an applicant to indicate not applicable or leave blank to the question, "In the event that you are employed in the Public Service, will you immediately relinquish such business interest?". Applicants may leave the following question blank if they are not in possession of such: "If your profession or occupation requires official registration, provide date and particulars of registration". Noting there is limited space provided for Part E, F & G, applicants often indicate "refer to Curriculum Vitae (CV) or see attached", this is acceptable as long as the CV has been attached and provides the required information. If the information is not provided in the CV, the applicant may be disqualified. It must be noted that a CV is an extension of the application of employment Z83, and applicants are accountable for the information that is provided therein. The questions related to conditions that prevent re-appointment under Part F must be answered.
5. People with disabilities are encouraged to apply and correspondence will be entered into with shortlisted candidates only.
6. Applicants responding to this circular should quote circular number and position number as reference on the Z83 application form.
7. The Department reserves the right not to fill any advertised post.

8. To apply, click the link next to the position and follow the instructions.

9. The closing date for applications is 31 July 2023

NB: Kindly note that NO payment of any kind is required when applying for posts advertised in this circular

General enquiries about the advertised posts should be directed to Ms Mampshika SM at 015 293 6114, Ms Sebola MF at 015 293 6002 and Ms Sebake RL at 015 293 6426 during office hours



ACTING HEAD OF DEPARTMENT: HEALTH

10/07/2023

DATE



POST 1: ENVIRONMENTAL HEALTH PRACTITIONER = 09 POSTS

Commencing Salary Notch: R359 622.00

CENTRES: Burgersfort [1], Witpoort [1], Ha Makuya [1], Giyani East [1], Giyani West [1], Malamulele [1], Boltman [1], Makonde [1], Niani [1]

REQUIREMENTS: A) Qualifications and Competencies

- A Senior certificate plus a minimum of Diploma / Bachelor's degree in Environmental Health
- Current registration with the Health Professions Council of South Africa [HPCSA] as an Environmental Health Practitioner
- A valid driver's license [Attach Copy].

B) Knowledge and skills

- Written, verbal & report presentation skills.
- Computer literate.
- Knowledge of the Malaria Elimination strategy
- Good record keeping
- Asset management
- Knowledge of Malaria epidemiology & surveillance.

KEY PERFORMANCE AREAS:

- Visit health facilities to monitor malaria treatment and conduct epidemiological investigations.
- Conduct active surveillance
- Conduct epidemiological investigations at community level
- Conduct malaria health education sessions
- Perform thin and thick blood smears and malaria rapid diagnostic tests.
- Conduct follow up visits to treated patients
- Identify, map & treat vector mosquitoes breeding sites
- Indoor residual spraying: Plan with local structures, train seasonal spray workers and monitor the spray implementation.

CENTRES	APPLICATION LINK
Burgersfort [1]	Click here to apply
Witpoort [1]	Click here to apply
Ha Makuya [1]	Click here to apply
Giyani East [1]	Click here to apply
Giyani West [1]	Click here to apply
Malamulele [1]	Click here to apply
Boltman [1]	Click here to apply
Makonde [1]	Click here to apply
Niani [1]	Click here to apply

POST 2: STATE ACCOUNTANT [LEVEL 7] = 1 POST

Commencing Salary Notch: R294 321.00 p.a.

CENTRE: Tzaneen

REQUIREMENTS: A) Qualifications and Competencies

- A Senior certificate plus a minimum of undergraduate qualification in Financial Management or equivalent qualification at NQF level 6 as recognized by SAQA plus competencies in Public Finance Management.
- Computer literacy including MS Outlook, Word, Excel and PowerPoint; Virtual meeting platforms literacy.
- A valid driver's license [**Attach copy**].

B) Knowledge and skills

- Knowledge of the Public Sector Financial Administration and prescripts
- Knowledge of the PFMA and Treasury Regulations.
- Knowledge of BAS, LOGIS and other financial systems.
- Knowledge of the Government Standards Chart of Accounts
- Well-developed communication skills and interpersonal relations.
- Knowledge of budget management and accounts payables processes.

KEY PERFORMANCE AREAS:

- Manage Invoice register (system and manual)
- Check and verify BAS/LOGIS payment advices.
- Process payment vouchers through LOGIS and BAS
- Prepare and consolidate accruals and payables registers on monthly basis.
- Ensure invoices are processed within 30 days of receipt
- Prepare MTEF budget and manage expenditure.
- Ensure compliance with financial prescripts and procedures.

CENTRE	APPLICATION LINK
Tzaneen [1]	Click here to apply

POST 3: ACCOUNTING CLERK [LEVEL 5] = 1 POST

Commencing Salary Notch: R202 233.00 p.a.

CENTRE: Tzaneen

REQUIREMENTS: A) Qualifications and Competencies

- A Senior Certificate [Grade 12] plus a minimum of undergraduate qualification in Financial Management / Accounting / Economics at NQF level 6 as recognized by SAQA.

B) Knowledge and skills

- Knowledge of the Public Sector Financial Administration and prescripts
- Knowledge of the PFMA and Treasury Regulations.
- Computer literacy in MS Word & Excel

KEY PERFORMANCE AREAS:

- Manage inventory registers and stores.
- Secretariat of bid committees
- Filling of payment packs
- Receive invoices, verify and capture payments
- Debtors control and writing reports
- Perform Salary related transaction in Persal.

CENTRE	APPLICATION LINK
Tzaneen [1]	Click here to apply

POST 4: FOREMAN: SURVEILLANCE [LEVEL 4] = 12 POSTS

Commencing Salary Notch: R171 537.00 p.a.

CENTRES: Masisi [1], Magwedzha West [1], Burgersfort [1], Tshaulu [1], Makonde West [1], Witpoort [1], Makhuva [1], Shirindi [1], Malamulele Central (Shigalo) [1], Bellevue [1], Carlotta [1], Mhinga [1]

REQUIREMENTS:

A) Qualifications and Competencies

- A minimum of Grade 12 / Matric Certificate or equivalent qualification at NQF level 4 as recognized by SAQA plus competencies in community health work.
- A valid driver's license Code C with PDP [Professional Driver's Permit] [Attach copy]

B) Knowledge and Skills

- Basic understanding of Malaria Signs and Symptoms, Prevention and Treatment
- Strong Administration and communication skills
- Good report writing skills.
- Computer literacy

KEY PERFORMANCE AREAS:

- Conduct malaria surveillance & reporting thereof.
- Mobilize the community through door to door outreach, including community structures and schools to encourage malaria testing at mobile clinics.
- Conduct community mobilization and sensitization programmes to ensure maximum participation of communities
- Collect and collate / compile monthly, quarterly or and reports and data required information relating to the programme
- Monitor indoor residual spraying & manage spray teams

CENTRES	APPLICATION LINK
Masisi [1]	Click here to apply
Magwedzha West [1],	Click here to apply
Burgersfort [1],	Click here to apply
Tshaulu [1],	Click here to apply
Makonde West [1],	Click here to apply
Witpoort [1],	Click here to apply
Makhuva [1],	Click here to apply
Shirindi[1],	Click here to apply
Malamulele Central(Shigalo) [1],	Click here to apply
Bellevue[1],	Click here to apply
Carlotta.[1],	Click here to apply
Mhinga [1]	Click here to apply

POST 5: DATA TYPISTS [LEVEL 4] = 02 POSTS

Commencing Salary Notch: R171 537.00 p.a.

CENTRE: Tzaneen

REQUIREMENTS: A) Qualifications and Competencies

- A minimum of Grade 12 / Matric certificate or equivalent qualification at NQF level 4 as recognized by SAQA.

B) Knowledge and Skills

- Basic computer literacy and typing skills
- Office administration skills

KEY PERFORMANCE AREAS:

- Capturing of all Malaria data on the Malaria Information System (MIS)
- File records (hard-copies) and archive for audit purposes
- General administrative duties

CENTRE	APPLICATION LINK
Tzaneen [1]	Click here to apply

POST 6: ENTOMOLOGY ASSISTANTS [SHIFTS] [LEVEL 4] = 06 POSTS

Commencing Salary Notch: R171 537.00 p.a.

CENTRES: Tzaneen

REQUIREMENTS: A) Qualifications and Competencies

- A Senior certificate [Grade 12] plus BSc or National Diploma in Natural or Biological Sciences e.g. Zoology, Biology, Biochemistry, Medical Technology, Environmental Science at NQF level 6 as recognized by SAQA.
- A valid driver's license [Code B] [Attach Copy]

B) Knowledge and Skills

- Ability to work with laboratory animals
- Basic knowledge of Malaria epidemiology
- Basic knowledge of laboratory procedures
- Ability to conduct indoor residual spraying & larvaeciding.

KEY PERFORMANCE AREAS:

- Perform basic laboratory tasks e.g. preparation of reagents, running of molecular biology tests.
- Cleaning and washing of glassware and equipment
- Maintenance of mosquito colonies
- Preparation and packaging of mosquito specimens
- Conduct bio-assays
- Conduct field collections of mosquitoes & larvae
- Monitor indoor residual spraying & manage spray teams

CENTRE	APPLICATION LINK
Tzaneen [1]	Click here to apply

POST 7: TRADESMAN AID = 02 POSTS

Commencing Salary Notch: R147 036.00

CENTRES: Tzaneen

REQUIREMENTS: A) Qualifications and Competencies

- A minimum of Abet Level 4 Certificate
- A valid driver's license [Attach copy].

B) Knowledge and Skills

- Basic skills in repairing and maintenance of buildings & equipment.
- Skills in minor electrical & plumbing repairs.

KEY PERFORMANCE AREAS:

- Repair and maintenance tasks
- Do minor electrical and plumbing fixes
- Keep Asset register of tools on the workshop
- Ensure that maintenance tools are in working order at all times
- Compile daily report and submit to the supervisor
- Provide on-site monitoring of facilities and identify areas requiring preventative maintenance.

CENTRE	APPLICATION LINK
Tzaneen [2]	Click here to apply

POST 7: GROUNDSMAN [LEVEL 2] = 01 POST

Commencing Salary Notch: R125 373.00 p.a.

CENTRES: Tzaneen

REQUIREMENTS: A) Qualifications and Competencies

- A minimum of Abet Level 4 Certificate.
- Competencies in garden maintenance work and handling of hardware tools.

B) Knowledge and Skills

- Good Communication Skills
- Ability to use garden equipment & lawn mower
- Ability to use cleaning equipment & tools.

KEY PERFORMANCE AREAS:

- Minor maintenance at institution
- Maintenance of garden
- Keep Asset register of tools on the workshop
- Cleaning facilities by sweeping and dusting
- Compiles daily report and submit to the supervisor

CENTRE	APPLICATION LINK
Tzaneen [1]	Click here to apply

POST 8: SPRAY OPERATORS [SURVEILLANCE] [LEVEL 2] = 12 POSTS

Commencing Salary Notch: R125 373.00 p.a.

CENTRE: Tshaulu [2], Ribungwane West [1], Bellevue [2], Burgersfort [1], Malamulele [Shigalo] [1], Witpoort [1], Makhuva [1], Shirindi [1], Lulekani[1], Nkomo[1]

REQUIREMENTS: A) Qualifications and Competencies

- A minimum of Grade 12 / Matric Certificate or equivalent qualification at NQF level 4.

B) Knowledge and Skills

- Basic reading, writing and calculations skills
- Physically fit to carry malaria spray can for conducting indoor house spraying & treatment of water bodies.
- Ability to work with chemicals

KEY PERFORMANCE AREAS:

- Mixing of insecticides.
- Loading and offloading of goods.
- Assist with moving of client's property in the house and covering of furniture before spraying.
- Cleaning functions at malaria stations (vehicles, cans, buildings & surroundings).
- Complete spray and hut card (SP 1) during spray operations.
- Data capturing
- Conduct environmental surveillance & community surveillance.

CENTRES	APPLICATION LINK
Tshaulu [2]	Click here to apply
Ribungwane West [1]	Click here to apply
Bellevue [2]	Click here to apply
Burgersfort [1]	Click here to apply
Malamulele (Shigalo) [1]	Click here to apply
Witpoort [1]	Click here to apply
Makhuva [1]	Click here to apply
Shirindi [1]	Click here to apply
Lulekani[1]	Click here to apply
Nkomo[1]	Click here to apply

POST 10: CLEANER = 03 POSTS

Commencing Salary Notch: R125 373.00

CENTRES: Tzaneen

REQUIREMENTS: A) Qualifications and Competencies

- A Minimum of Abet Level 4 Certificate

B) Knowledge and Skills

- Ability to read and write
- Ability to use cleaning equipment

KEY PERFORMANCE AREAS:

- Appropriate competencies in cleaning services
- Render cleaning services
- Daily & weekly reporting on performance per work area.

CENTRE	APPLICATION LINK
Tzaneen [3]	Click here to apply

THE END