



# LIMPOPO

PROVINCIAL GOVERNMENT  
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF  
**HEALTH**

**DEPARTMENT OF HEALTH**

REGISTRY PROVINCIAL OFFICE  
**RECEIVED**

2026 - 05 - 29

PRIVATE BAG X9302  
POLOKWANE 0700

**LIMPOPO PROVINCE**

REF: S4/1/1  
ENQ: MASELESELE LM

TO: ALL QUALIFYING APPLICANTS

DEPARTMENTAL CIRCULAR NO. ...3.1..... OF 2026

ADVERTISEMENT OF EXPANDED PUBLIC WORKS PROGRAMME [EPWP] POSITIONS IN THE DEPARTMENT OF HEALTH UP TO 31 MARCH 2027

1. **\*\*\* NB: Ensure that you read the conditions and requirements of the post BEFORE you apply. Failure to comply with the instructions below, will result in your application to be disqualified.**
2. By applying, it is understood that you agree to the conditions and requirements of the position.
3. Applicants are hereby invited from suitable qualified candidates for EPWP work opportunities up to 31 March 2027.
4. Applications should include a fully completed **new** Z83 form obtainable from any government institution or at [www.dpsa.gov.za](http://www.dpsa.gov.za) and must be accompanied by a comprehensive Curriculum Vitae [CV].
5. **Completion of Z83 Application Form:**
  - 5.1 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?" then it is acceptable for an applicant to indicate 'not applicable' or leave blank to the question. If yes (provide detail),
  - 5.2 "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".
  - 5.3 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 for employment Z83, and applicants are accountable for the information that is provided therein.

The questions related to conditions that prevent reappointment under Part F must be answered. The questions related to the conditions that prevent re-appointment under Part F must be answered however applicants currently employed by the public service do not need to complete the section as it is intended for those seeking re-employment.

*N.N.*


Private Bag X9302, Polokwane  
Fidel Castro Ruz House, 18 College Street, Polokwane 0700. Tel: 015-293 6000/12. Fax: 015 293 6211.  
Website: <http://www.limpopo.gov.za>

**The heartland of Southern Africa – Development is about people!**

6. Applicants with foreign qualifications remain responsible for ensuring that their qualifications are evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation.
7. Shortlisted candidates will be required to come for an interview, at which time, certified copies of all relevant qualifications, current registration with the relevant statutory body and copy of ID must be submitted.
8. All shortlisted candidates shall undertake two pre-entry assessments. One shall be a practical exercise and the other shall be an Integrity [Ethical Conduct], an Assessment as per Directive on Human Resource Management and Development for Public Service Professionalization effective from 01 April 2024.
9. Successful candidates will be expected to work eight [8] hours per day.
10. **Only applicants not previously employed for more than twenty-four [24] months as EPWP will be considered.**
11. **People with disabilities are encouraged to apply** and correspondence will be entered into with shortlisted candidates only. Correspondence will be limited to short-listed candidates only due to the large number of applications we envisage to receive and if you have not heard from us within ninety (90) days of the closing date, please accept that your application has been unsuccessful. However, should there be any dissatisfaction, applicants are hereby advised to, within 90 days, request reasons from the Department for any administrative action which has adversely affected them in terms of section 5(1)(2) of the Promotion of Administrative Justice Act 3 of 2000.
12. **NB: Applicants responding to this circular should quote on the Z83 form, the Circular Number [ Circular No. 31 of 2026] or the Reference of the application link [LDH/] as reference number and NOT S4/1/1 as this is for internal correspondence ONLY.**
13. Kindly note that NO payment of any kind is required when applying for positions advertised in this circular.
14. **The Department reserves the right not to fill any advertised posts.**
15. **The closing date for applications is** 11 June 2026

**NB 1: Note: The circular of advertised positions will be posted on the following website: [www.ldoh.gov.za](http://www.ldoh.gov.za) as well as Departmental Social Media platforms.**

General enquiries about the advertised posts should be directed to Ms Mompei MM at 015 293 6126 / Mr Mashao A at 015 293 6318, Mr Ngobeni TM at 015 293 6423 during office hours.

  
 \_\_\_\_\_  
 HEAD OF DEPARTMENT: HEALTH  
 DR NDWAMATO NN

29/05/2026  
 \_\_\_\_\_  
 DATE

**ADVERTISEMENT OF EXPANDED PUBLIC WORKS PROGRAMME [EPWP] POSITIONS IN THE DEPARTMENT OF HEALTH UP TO 31 MARCH 2027**

**POSITION NO. 1: EPWP GENERAL WORKERS: FOOD SERVICES = 428 POSITIONS**

**MONTHLY STIPEND: R4 121.76**

**CENTRES: Capricorn District [119]** Zebediela Hospital [6], Thabamopo Hospital [9], Botlokwa Hospital [9], Seshego Hospital [14], Mankweng Hospital [20], Pietersburg Hospital [20], WF Knobel Hospital [14], Helene Franz Hospital [14], Lebowakgomo Hospital [13]

**Mopani District [63]:** Nkhensani Hospital [12], Letaba Hospital [5], Dr CN Phatudi Hospital [11], Van Velden Hospital [5], Kgapanne Hospital [13], Maphutha L Malatjie Hospital [11], Evuxakeni Hospital [6]

**Sekhukhune District [75]:** Dilokong Hospital [13], Mecklenburg Hospital [11], Groblersdal Hospital [12], Jane Furse Hospital [12], Matlala Hospital [12], Philadelphia Hospital [7], St Rita's Hospital [8]

**Vhembe District [89]:** Elim Hospital [12], Tshilidzini Hospital [10], Malamulele Hospital [11], Musina Hospital [11], Donald Frazer Hospital [15], Hayani Hospital [10], Louis Trichardt Hospital [8], Siloam Hospital [12]

**Waterberg District [82]:** Warmbaths Hospital [7], Witpoort Hospital [14], Mokopane Hospital [12], Thabazimbi Hospital [8], Voortrekker Hospital [10], FH Odendaal Hospital [12], George Masebe Hospital [10], Ellisras Hospital [9]

**INHERENT REQUIREMENTS:**

**(A) Qualifications and Competencies**

- A minimum of Grade 12 [Matric] plus N6 in Catering and Hospitality Management from TVET.
- Computer literacy [Ms Word, Excel and PowerPoint etc].

**(B) Knowledge and Skills**

- Knowledge of supplies, equipment, and/or services ordering and inventory control.
- Ability to follow routine verbal and written instructions.
- Ability to read and write.
- Ability to understand and follow safety procedures.
- Ability to safely use cleaning equipment and supplies.
- Ability to lead and train students.
- Ability to lift and manipulate heavy objects.
- Knowledge of food service lines set-up and temperature requirements.
- Skill in cooking and preparing a variety of foods.
- Knowledge of food preparation and presentation methods, techniques and quality standards.

*N.N.*

**ADVERTISEMENT OF EXPANDED PUBLIC WORKS PROGRAMME [EPWP] POSITIONS IN THE DEPARTMENT OF HEALTH UP TO 31 MARCH 2027**

**KEY PERFORMANCE AREAS:**

- Comply with Hazard Analysis Critical Control Point [HACCP] on food handling and preparations to ensure food safety.
- Ensure that daily activities are in-line with the Hazard Analysis Critical Control Point [HACCP].
- Pre-preparation and cooking of food for normal diet as per standardized recipes.
- Pre-preparation and cooking food for therapeutic diet as per standardized recipes.
- Portion and serve (plating or bulk serving) and pack meal delivery carts according to the wards diet lists.
- Push meal delivery carts to wards to deliver food as per ward list.
- Collect meal delivery carts from the wards after serving each meal.
- Place servings in blender to make foods for soft or liquid diets.
- Assist in packing of food into storerooms.
- Packaging and labelling of therapeutic diets as per ward diet list.
- Place items such as eating utensils and condiments on trays.
- Apportions and places food servings on plates and trays according to diet list.
- Examine filled tray for completeness and places on cart, dumbwaiter, or conveyor belt.
- Wash dishes and cleans work area, tables, cabinets, and ovens.
- Collects and place garbage and trash in designated containers.
- Emptying of waste bins at all times.
- Clean, wash and maintain work areas including floors, facilities, pots, pans, service ware, utensils and equipment as appropriate to the area of operation.
- Performs miscellaneous job-related duties as assigned.
- Handling of Dishwasher and cleaning of equipment and utensils before and after use.
- Supply clean cutlery and crockery during mealtimes.
- Report any faults, breakages and illness in the Food Service Unit (FSU)
- Cleaning of the FSU and food trolleys according to the cleaning schedule and after very meal preparation and serving.

DISTRICT	INSTITUTION & NO OF POSITIONS	APPLICATION LINK
<b>Capricorn District</b>	Zebediela Hospital [6]	<a href="#">Click here</a>
	Thabamooopo Hospital [9]	<a href="#">Click here</a>
	Botlokwa Hospital [9]	<a href="#">Click here</a>
	Seshego Hospital [14]	<a href="#">Click here</a>
	Mankweng Hospital [20]	<a href="#">Click here</a>
	Pietersburg Hospital [20]	<a href="#">Click here</a>
	WF Knobel Hospital [14]	<a href="#">Click here</a>
	Helene Franz Hospital [14]	<a href="#">Click here</a>
	Lebowakgomo Hospital [13]	<a href="#">Click here</a>
<b>Mopani District</b>	Nkhensani Hospital [12]	<a href="#">Click here</a>
	Letaba Hospital [5]	<a href="#">Click here</a>
	Dr CN Phatudi Hospital [11]	<a href="#">Click here</a>
	Van Velden Hospital [5]	<a href="#">Click here</a>

*N.N.*

**ADVERTISEMENT OF EXPANDED PUBLIC WORKS PROGRAMME [EPWP] POSITIONS IN THE DEPARTMENT OF HEALTH UP TO 31 MARCH 2027**

	Kgapane Hospital [13]	<a href="#">Click here</a>
	Maphutha L Malatjie Hospital [11]	<a href="#">Click here</a>
	Evuxakeni Hospital [6]	<a href="#">Click here</a>
Sekhukhune District	Dilokong Hospital [13]	<a href="#">Click here</a>
	Mecklenburg Hospital [11]	<a href="#">Click here</a>
	Grobiersdal Hospital [12]	<a href="#">Click here</a>
	Jane Furse Hospital [12]	<a href="#">Click here</a>
	Matlala Hospital [12]	<a href="#">Click here</a>
	Philadelphia Hospital [7]	<a href="#">Click here</a>
	St Rita's Hospital [8]	<a href="#">Click here</a>
<b>Vhembe District</b>	Elim Hospital [12]	<a href="#">Click here</a>
	Tshilidzini Hospital [10]	<a href="#">Click here</a>
	Malamulele Hospital [11]	<a href="#">Click here</a>
	Musina Hospital [11]	<a href="#">Click here</a>
	Donald Frazer Hospital [15]	<a href="#">Click here</a>
	Hayani Hospital [10]	<a href="#">Click here</a>
	Louis Trichardt Hospital [8]	<a href="#">Click here</a>
	Siloam Hospital [12]	<a href="#">Click here</a>
<b>Waterberg District</b>	Warmbaths Hospital [7]	<a href="#">Click here</a>
	Witpoort Hospital [14]	<a href="#">Click here</a>
	Mokopane Hospital [12]	<a href="#">Click here</a>
	Thabazimbi Hospital [8]	<a href="#">Click here</a>
	Voortrekker Hospital [10]	<a href="#">Click here</a>
	FH Odendaal Hospital [12]	<a href="#">Click here</a>
	George Masebe Hospital [10]	<a href="#">Click here</a>
	Ellisras Hospital [9]	<a href="#">Click here</a>

**POST NO. 2: INFRASTRUCTURE EPWP GENERAL WORKER = 3 POSITIONS**

**MONTHLY STIPEND: R4 121.76**

**CENTRES:** FH Odendaal Hospital (1), Ellisras Hospital (2)

**INHERENT REQUIREMENTS**

**(A) Qualifications and Competencies**

- A minimum of ABET.
- Exposure in Infrastructure maintenance work will be an added advantage - **(attach reference letter)**.
- Exposure in handling power tools, hand tools and technical equipment.

**(B) Knowledge and Skills**

- Perform general handyman/ tradesman aid tasks as given by the supervisor and the OHS Act.
- Perform any other work as instructed by the supervisor.

**ADVERTISEMENT OF EXPANDED PUBLIC WORKS PROGRAMME [EPWP] POSITIONS IN THE DEPARTMENT OF HEALTH UP TO 31 MARCH 2027**

- Make all tools & materials available before commencing work and clean areas on completion of work.
- Clean areas where equipment is kept.
- Clean areas around systems.
- Management of all tools and equipment.
- Following up on outstanding work.
- Ability to work in a team setting.
- The candidate may be expected to undergo a practical test as part of the selection process.

**KEY PERFORMANCE AREAS:**

- Maintain and repair technical faults according to standards.
- Test repair equipment and/or facilities against specifications.
- Service equipment and/or facilities according to schedule.
- Quality assure serviced and maintained equipment and/or facilities.
- Keep and maintain job record/register of maintained and repaired faults.

DISTRICT	INSTITUTION [NO OF POSTS]	APPLICATION LINK
Waterberg District	FH Odendaal Hospital [1]	<a href="#">Click_here</a>
	Ellisras Hospital [2]	<a href="#">Click_here</a>

**POSITION 3: EPWP INFRASTRUCTURE GENERAL WORKER OPERATORS [WATER SOFTENING PLANTS] =7 POSITIONS**

**MONTHLY STIPEND: R4 121.76**

**CENTRES:** Helene Franz Hospital [2], Lebowakgomo Hospital [1], Zebediela Hospital [1], Dilokong Hospital [1], Maphutha L Malatji Hospital [1], Thabazimbi Hospital [1]

**INHERENT REQUIREMENTS:**

**A) Qualifications and Competencies**

- Grade 12 certificate [Matric] or equivalent qualification at NQF level 4.
- Exposure in general Water Softening Plant and or Plumbing work.
- Appropriate Competency Certificate as a Water Softening Plant operator or Plumbing Works, or relevant certificate will be an added advantage;
- Basic exposure in Water Softening Plant operator or Plumbing Works **[Attach reference letter]**.

**B) Knowledge and Skills**

- Knowledge of Occupational Health & Safety Act [OHS]
- Knowledge on operation of equipment, tools and materials.
- Knowledge of a general built environment. Problem solving,
- Planning, organising and decision-making skills
- Communication skills
- Ability to work in a team setting.

*N.N.*

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## KEY PERFORMANCE AREAS:

- Maintain and repair technical faults related to Water Softening Plants operation according to standards.
- Test repair equipment and/or facilities against specifications.
- Service equipment and/or facilities according to schedule.
- Quality assure serviced and maintained equipment and/or facilities.
- Keep and maintain job record/register of maintained and repaired faults.
- Report writing.

DISTRICT	INSTITUTION NO. OF POSITIONS	APPLICATION LINK
Capricorn District	Helene Franz Hospital [2]	<a href="#">Click_here</a>
	Lebowakgomo Hospital [1]	<a href="#">Click_here</a>
	Zebediela Hospital [1]	<a href="#">Click_here</a>
Sekhukhune District	Dilokong Hospital [1]	<a href="#">Click_here</a>
Mopani District	Maphutha L Malatji Hospital [1]	<a href="#">Click_here</a>
Waterberg District	Thabazimbi Hospital [1]	<a href="#">Click_here</a>

## POSITION NO 4: EPWP: ADMIN CLERK: ASSET MANAGEMENT = 82 POSITIONS

### MONTHLY STIPEND: R4 121.76

**CENTRES:** Provincial Office [3], Capricorn District [5], Vhembe District [5], Mopani District [5], Sekhukhune District [5], Waterberg District [5], Mankweng Hospital [2], Pietersburg Hospital [2], Botlokwa Hospital [1], WF Knobel Hospital [1], Helene Franz Hospital [1], Lebowakgomo Hospital [1], Thabamoo Hospital [1], Zebediela Hospital [1], Seshego Hospital [1], Siloam Hospital [1], Messina Hospital [1], Tshilidzini Hospital [1], Louis Trichardt Hospital [1], Donald Frazer Hospital [1], Hayani Hospital [1], Elim Hospital [1], Malamulele Hospital [1], Nkhensani Hospital [1], Kgapanne Hospital [1], Maphutha L Malatji Hospital [1], Evuxakeni Hospital [1], Dr CN Phatudi Hospital [1], Letaba Hospital [1], Van Velden Hospital [1], Sekororo Hospital [1], Mokopane Hospital [1], Voortreker Hospital [1], Ellisras Hospital [1], Witpoort Hospital [1], George Masebe Hospital [1], Warmbaths Hospital [1], FH Odendaal Hospital [1], Thabazimbi Hospital [1], MDR TB Hospital [1], Matlala Hospital [1], Dilokong Hospital [1], Mecklenburg Hospital [1], Jane Furse Hospital [1], St Ritas Hospital [1], Philadelphia Hospital [1], Groblersdal Hospital [1], Malaria Control: Mopani [1], Vhembe [1], Capricorn District EMS [1], Mopani District EMS [1], Sekhukhune District EMS [1], Vhembe District EMS [1], Waterberg District EMS [1], Sovenga Nursing Campus [1], Waterberg Nursing Campus [1], Sekhukhune Nursing Campus [1], Giyani Nursing Campus [1]

## INHERENT REQUIREMENTS:

### A) Qualifications and Competencies

- A Grade 12 certificate [Matric] plus undergraduate qualification in Supply Chain Management or Financial / Logistics / Purchasing Management / Commerce / Public Management at a post matric minimum level of N6 certificate as recognized by SAQA.
- Computer literacy [Ms Word, Excel and PowerPoint etc].

*N.N.*

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## B) Knowledge and Skills

- Knowledge, understanding and application of Public Finance Management Act (PFMA), Treasury Regulations,

### KEY PERFORMANCE AREAS:

- Maintenance of the Asset register and inventory list
- Conduct monthly reconciliations of the asset register activities
- Management of the daily asset movements
- Maintain record keeping of disposals
- Moving broken assets to a secure place
- Conduct asset verifications.

DISTRICT	INSTITUTION NO. OF POSITIONS	APPLICATION LINK
Provincial Office [Polokwane]	Provincial Office [2]	<a href="#">Click_here</a>
Capricorn District	Capricorn District [5]	<a href="#">Click_here</a>
Vhembe District	Vhembe District [5]	<a href="#">Click_here</a>
Mopani District	Mopani District [5]	<a href="#">Click_here</a>
Sekhukhune District	Sekhukhune District [5]	<a href="#">Click_here</a>
Waterberg District	Waterberg District [5]	<a href="#">Click_here</a>
Capricorn District	Mankweng Hospital [2]	<a href="#">Click_here</a>
	Pietersburg Hospital [2]	<a href="#">Click_here</a>
	Botlokwa Hospital [1]	<a href="#">Click_here</a>
	WF Knobel Hospital [1]	<a href="#">Click_here</a>
	Helene Franz Hospital [1]	<a href="#">Click_here</a>
	Lebowakgomo Hospital [1]	<a href="#">Click_here</a>
	Thabamoopo Hospital [1]	<a href="#">Click_here</a>
	Zebediela Hospital [1]	<a href="#">Click_here</a>
	Seshego Hospital [1]	<a href="#">Click_here</a>
Vhembe District	Siloam Hospital [1]	<a href="#">Click_here</a>
	Messina Hospital [1]	<a href="#">Click_here</a>
	Tshilidzini Hospital [1]	<a href="#">Click_here</a>
	Louis Trichardt Hospital [1]	<a href="#">Click_here</a>
	Donald Frazer Hospital [1]	<a href="#">Click_here</a>
	Hayani Hospital [1]	<a href="#">Click_here</a>
	Elim Hospital [1]	<a href="#">Click_here</a>
	Malamulele Hospital [1]	<a href="#">Click_here</a>
Mopani District	Nkhensani Hospital [1]	<a href="#">Click_here</a>
	Kgapane Hospital [1]	<a href="#">Click_here</a>
	Maphutha L Malatji Hospital [1]	<a href="#">Click_here</a>
	Evuxakeni Hospital [1]	<a href="#">Click_here</a>
	Dr CN Phatudi Hospital [1]	<a href="#">Click_here</a>
	Letaba Hospital [1]	<a href="#">Click_here</a>

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	Van Velden Hospital [1]	<a href="#">Click_here</a>
	Sekororo Hospital [1]	<a href="#">Click_here</a>
Waterberg District	Mokopane Hospital [1]	<a href="#">Click_here</a>
	Voortrekker Hospital [1]	<a href="#">Click_here</a>
	Ellisras Hospital [1]	<a href="#">Click_here</a>
	Witpoort Hospital [1]	<a href="#">Click_here</a>
	George Masebe Hospital [1]	<a href="#">Click_here</a>
	Warmbaths Hospital [1]	<a href="#">Click_here</a>
	FH Odendaal Hospital [1]	<a href="#">Click_here</a>
	Thabazimbi Hospital [1]	<a href="#">Click_here</a>
	MDR TB Hospital [1]	<a href="#">Click_here</a>
Sekhukhune District	Matlala Hospital [1]	<a href="#">Click_here</a>
	Dilokong Hospital [1]	<a href="#">Click_here</a>
	Mecklenburg Hospital [1]	<a href="#">Click_here</a>
	Jane Furse Hospital [1]	<a href="#">Click_here</a>
	St Rita's Hospital [1]	<a href="#">Click_here</a>
	Philadelphia Hospital [1]	<a href="#">Click_here</a>
	Groblersdal Hospital [1]	<a href="#">Click_here</a>
	Malaria Control: Mopani [1]	<a href="#">Click_here</a>
Vhembe District	Vhembe District [1]	<a href="#">Click_here</a>
Pharmaceutical Depot	Pharmaceutical Depot [1]	<a href="#">Click_here</a>
Capricorn District	Capricorn District EMS [1]	<a href="#">Click_here</a>
Mopani District EMS	Mopani District EMS [1]	<a href="#">Click_here</a>
Sekhukhune District EMS	Sekhukhune District EMS [1]	<a href="#">Click_here</a>
Vhembe District EMS	Vhembe District EMS [1]	<a href="#">Click_here</a>
Waterberg District	Waterberg District EMS [1]	<a href="#">Click_here</a>
Sovenga Nursing	Sovenga Nursing Campus [1]	<a href="#">Click_here</a>
Waterberg Nursing Campus	Waterberg Nursing Campus [1]	<a href="#">Click_here</a>
Sekhukhune Nursing Campus	Sekhukhune Nursing Campus [1]	<a href="#">Click_here</a>
Giyani Nursing Campus	Giyani Nursing Campus [1]	<a href="#">Click_here</a>

**POSITION NO 5: EPWP: GENERAL WORKER = 1244 POSITIONS**

**MONTHLY STIPEND: R4 121.76**

**CENTRES: Primary Health Care Facilities:**

**Capricorn District [100]:** J Mamabolo Clinic [3], Seobi Dikgale Clinic, [2], Naledi Clinic [2], Goedgevonden Clinic [2], Semenya Clinic [2], Moletji Clinic [2], Soetfontein Clinic [1], Rethabile CHC [3], Maja Clinic [2], Moshubaba Clinic [3], Laastehoop Clinic [2], Chuene Clinic [1], Maraba Clinic [3], Seshego1 Clinic [1], Seshego 3 Clinic [1], Mamotshwa Clinic [1], Sehlale Clinic [1], Molepo Clinic [2], Sebayeng Clinic [1], Mapodu Clinic [1], Sello Moloto Clinic [1], Mashashane Clinic [2], Diana Clinic [2], Matlala Clinic [1], Seshego 4 Clinic [1], Dikgale Clinic [1], Matoks Clinic [3], Nthabiseng Clinic [2], Mohodi Clinic [2], Botlokwa Gateway Clinic [3], Makgato Clinic [1], Ramokgopa Clinic [1], Mphahlele Clinic [4], Hwelereng Clinic [1], Mafefe Clinic [3], Zebediela Gateway Clinic [1], Mathabatha Clinic [2], Dithabaneng Clinic [1], Mashite Clinic [1], Boschplaats Clinic [1], Malemati Clinic [1], Dr MMM CHC [1], Morotsi

**ADVERTISEMENT OF EXPANDED PUBLIC WORKS PROGRAMME [EPWP] POSITIONS IN THE DEPARTMENT OF HEALTH UP TO 31 MARCH 2027**

Thamagane [2], Parliament Clinic [1], Byldrift Clinic [1], Rakgoatha Clinic [1], Ambergate Clinic [2], Burgerrecht Clinic [1], Buffelshoek Clinic [3], Goedetrou Clinic [3], Rosenkrans Clinic [1], Ziest Clinic [1], Indermaak Clinic [2]. Alldays Clinic [1]. Uitkyk Clinic [1]. Blouberg CHC [3], Towerfontein Clinic [1]. Grootdraai Clinic [1], Ratshaatshaa CHC [3],

**Sekhukhune District [114]:** Swaranang Clinic [1], Sterkspruit Clinic [1], Taung Clinic [1], Rietfontein Clinic [1], Burgersfort Clinic [1], Naboomkoppies Clinic [1], Mashabela Clinic [1], Matsageng Clinic [1], Motlolo Clinic [1], Motshana Clinic [1], Makofane Clinic [1], Penge CHC [2], Praktiseer Clinic [1], Mahubahube Clinic [1], Eerstegeluk Clinic [1], Boschkloof Clinic [1], Ngoabe Clinic [1], Maseven Clinic [2], Riba Clinic [1], Selala Clinic [2], Mecklenburg Gateway [1], Dilokong Gateway [1], HC Boschoff CHC [2], Mmutlane Clinic [1], Motsepe Clinic [1], Phasha Clinic [2], Manotwane Clinic [2], Selepe Clinic [1], Nkoana Clinic [2], Mankotsana Clinic [1], Nchabeleng Clinic [2], Nchabeleng CHC [2], Mohlaletse Clinic [1], Seroka Clinic [1], Phahlamanoge Clinic [1], Mphanama Clinic [2], Ikageng Clinic [1], Paulos Masha Clinic [1], Marulaneng Clinic [Ephraim Mogale][2], Manganeng Clinic [1], Schonoord Clinic [1], Tshehlwaneng Clinic [1], Dicheoung Clinic [1], Madibong Clinic [2], Mamone Clinic [2], Jane Furse Clinic [1], Marishane Clinic [1], Phaahla Clinic [1], Probeerin Clinic [1], Magalies Clinic [1], Tswaing Clinic [1], Setlaboswana Clinic [1], Mampane Clinic [1], Phokoane Clinic [1], St. Ritas Gateway [2], Rietfontein Clinic [2], Eensaam Clinic [1], Phatantshwane Clinic [1], Kilpspruit Clinic [1], Vlakplaas Clinic [1], Spitspunt Clinic [1], Moutse West Clinic [2], Makepsvlei Clinic [1], Witfontein Clinic [1], Toitskraal Clinic [2], Marble Hall Clinic [2], Moganyaka Clinic [1], Marulaneng Clinic [Makhuduthamaga][1], Elandskraal Clinic [2], Van Der Merweskraal Clinic [1], Moeding Clinic [1], Matlala Clinic [1], Matlala Gateway [1], Mmotoaneng Clinic [2], Rosenkaal Clinic [1], Zaaiplaas Clinic [1], Goedgedacht Clinic [1], Hlogotlou Clinic [1], Sephaku Clinic [1], Magukubjane Clinic [1], Rammupudu Clinic [2], Matsepe Clinic [1], Dikgalaopeng Clinic [1], Motetema Clinic [1], Groblersdal Clinic [2], Kwarrilagte Clinic [2], Elandsdoring Clinic [1], Philadelphia Gateway [2], Moutse East Clinic [2];

**Vhembe District [102]:** Bungeni CHC [4], Kurhuleni Clinic [1], Tlangelani Clinic [1], Manavhela Clinic [1], Makahlule Clinic [2], Matiyani Clinic [1], Ntlhaveni D Clinic [2], Mphambo CHC [4], Matsheka Clinic [1], Peninghotsa Clinic [1], Ntlhaveni E Clinic [2], Mtititi Clinic [1], Nghezimani Clinic [1], Tiyani CHC [4], Davhana Clinic [1], Helderwater Clinic [1], Masakona Clinic [1], Olifantshoek Clinic [1], Tshimbupfe Clinic [2], Rumani Clinic [2], Mudimeli Clinic [1], Tshakhuma Clinic [1], Valdezia Clinic [1], Wayeni Clinic [1], Mbokota Clinic [2], Mulima Clinic [1], Riverplaats Clinic [1], Tshilwavhusiku Clinic [1], Kutama Clinic [2], Makhado CHC [2], Beaconsfield Clinic [1], Vhambelani Maelula Clinic [2], Tshikuwi Clinic [1], Vuvha Clinic [1], Waterval Clinic [2], Mutale CHC [1], Tshikundamalema Clinic [1], Matavhela Clinic [1], Thengwe Clinic [1], Rambuda Clinic [1], Guyuni Clinic [1], Tshaulu Clinic [1], Lambani Clinic [1], Duvhuledza Clinic [1], Vhurivhuri Clinic [1], Sambandou Clinic [2], Makuya Clinic [2], Muledane Clinic [1], William Eddie CHC [1], Madala Clinic [1], Tshixwadza Clinic [1], Fondwe Clinic [1], Phiphidi Clinic [1], Damani Clinic [1], Vhufuli Tshitereke Clinic [1], Mukula Clinic [1], Sterkstroom Clinic [1], Dzingahe Clinic [1], Tshiffi Clinic [1], Magwedzha Clinic [1], Mbilwi Clinic [2], Nancefield Clinic [2], Musina Clinic [2], Madimbo Clinic [2], Tshiungani Clinic [1], Folovhodwe Clinic [2], Shakadza Clinic [2], Tshipise Clinic [2], Manenzhe Clinic [2], Masini Clinic [2], Mulala Clinic [2];

**Waterberg District [91]:** Ellisras Clinic [2], Lephalale Clinic [1], Marapong CHC [2], Marapong Clinic [1], Seleka Clinic [3], Shongoane Clinic [3], Abbotspoort Clinic [2], Alma Clinic [2], Modimolle Clinic [2], Phagameng Clinic [1], Vaalwater Clinic [3], Mookgopong CHC [2], Mookgopong Clinic [2], Roedtan Clinic [1], Bela Bela Clinic [1], Pienaarsrivier Clinic [2], Settlers Clinic [1], Warmbaths Clinic [2], Bakenberg Clinic [4], Chalema Clinic [1], George Masebe G/W [1], Jakkalskuil Clinic [1], Makgobe Clinic [1], Mokamole Clinic [1], Paulos Clinic [1], Tiberius Clinic [1], Bavaria Clinic [4], Lekhureng Clinic [1], Mattanau Clinic [1], Mankuwe Clinic [1], Rebone Clinic [2], Segole Clinic [1], Thabaleshoba CHC [3],

**ADVERTISEMENT OF EXPANDED PUBLIC WORKS PROGRAMME [EPWP] POSITIONS IN THE DEPARTMENT OF HEALTH UP TO 31 MARCH 2027**

Weltevreden Clinic [1], Chromite Clinic [1], Dwaalboom Clinic [1], Northam CHC [4], Swartklip Clinic [1], Thabazimbi Clinic [1], Regorogile 1 Clinic [1], Regorogile 2 Clinic [1], Tshepong Clinic [1], Kromdraai Clinic [1], Rooiberg Clinic [1], Armoed Clinic [1], Mabuela Clinic [1], Mapela Clinic [2], Mamaselela Clinic [1], Mosesetjana Clinic [2], Polotji Clinic [1], Phafola Clinic [1], Sekuruwe Clinic [1], Sterkwater Clinic [1], Tshamahansi Clinic [1], Bokwalakwala Clinic [1], Ga Madiba Clinic [1], Mahwelereng 1 Clinic [2], Mahwelereng 2 Clinic [1], Manyoga Clinic [2], Sekgagapeng Clinic [1];

**Mopani District [107]:** Shitlakati Clinic [2], Zava Clinic [2], Nkomo Clinic [2], Loloka Clinic [2], Basani Clinic [2], Nkuri Clinic [1], Hlaneki Clinic [2], Ndengeza Clinic [1], Msengi Clinic [2], Ntluri Clinic [1], Bochabelo Clinic [2], Sekhimini Clinic [2], Giyani Health Centre [3], Mapayeni Clinic [2], Nkhensani Gateway Clinic [1], Kremetart Clinic [2], Thomo Clinic [2], Ngove Clinic [2], Shivulani Clinic [2], Muyexe Clinic [1], Lulekani CHC [4], Selokane Clinic [2], Bismack Clinic [2], Sekororo Clinic [2], Medingen Clinic [2], Duiwelskloof Clinic [1], Duiwelskloof CHC [4], Senobela Clinic [1], Raphahlelo Clinic [2], Mamaila Clinic [2], Lebaka Clinic [1], Kgapane Clinic [2], Letaba Gateway [1], Dan Clinic [2], Khujwana Clinic [2], Letsitele Clinic [2], Mariveni Clinic [2], Nkowankowa CHC [4], Dr Hugo Clinic [2], Nyavana Clinic [1], Mamitwa Clinic [2], Ooghoek Clinic [2], Mawa Clinic [1], Ramotshinyadi Clinic [2], Carlota Clinic [2], Jamela Clinic [1], Julesburg CHC [3], Mokgapeng Clinic [2], Tours Clinic [4], Mogoboya Clinic [1], Lenyenye Clinic [2], Moime Clinic [2], Zangoma Clinic [1], Maake Clinic [2], Morapalala Clinic [2], Motupa Clinic [2], Relela Clinic [1]

#### **CENTRES: Hospitals / Vertical Programmes:**

##### **Provincial Office [14]**

**Vhembe District:** Elim Hospital [20], Siloam Hospital [20], Donald Fraser Hospital [20], Malamulele Hospital [15], Messina Hospital [13], Louis Trichardt Hospital [12], Tshildzini Hospital [20], Hayani Hospital [9]; Thohoyandou Nursing Campus [8]

**Waterberg District:** Ellisras Hospital [28], Witpoort Hospital [9], Warmbaths Hospital [9], FH Odendaal Hospital [10], George Masebe Hospital [7], MDR TB Hospital [16], Thabazimbi Hospital [9], Voortrekker Hospital [10], Mokopane Hospital [18]

**Capricorn District:** Helene Franz Hospital [22], Seshego Hospital [16], WF Knobel Hospital [19], Botlokwa Hospital [11], Lebowakgomo Hospital [19], Zebediela Hospital [13], Pietersburg Hospital [31], Mankweng Hospital [30], Thabamooop Hospital [16], Emergency Medical Services [30], Sovenga Nursing Campus [6]

**Mopani District:** Nkhensani Hospital [14], Dr CN Phatudi Hospital [18], Maphutha L Malatji Hospital [15], Kgapane Hospital [18], Sekororo Hospital [14], Van Velden Hospital [16], Letaba Hospital [18], Evuxakeni Hospital [14], Giyani Nursing Campus [4]

**Sekhukhune District:** Matlala Hospital [16], Jane Furse Hospital [18], Groblersdal Hospital [14], Dilokong Hospital [18], Mecklenburg Hospital [10], Sekhukhune District Office [10], St Rita's Hospital [15], Philadelphia Hospital [14], Sekhukhune Nursing College [4]

#### **INHERENT REQUIREMENTS:**

##### **A) Qualifications and Competencies**

- A minimum of ABET.

*N.N.*

**ADVERTISEMENT OF EXPANDED PUBLIC WORKS PROGRAMME [EPWP] POSITIONS IN THE DEPARTMENT OF HEALTH UP TO 31 MARCH 2027**

- Exposure in hospital environment and patient care will be an added advantage.
- Ability to lift persons of varying weights; Ability to lift and move heavy equipment and supplies. Ability to work with heavy duty Laundry/cleaning equipment. Willing to work with human excreta, fluids including blood. Willingness to work with and ability to lift corpses of varying weights. Ability to operate machinery (lawnmowers and weed eaters). Ability to be on your feet for a period of up to 12 hours per day. Must be able to work shifts (including night duty, weekends and public holidays). Willingness to work extra hours on short notice.

#### **B) Knowledge and skills**

- Knowledge of Batho Pele Principles, Occupational Health and Safety Act, 1993.
- Good Communication and customer care skills.
- Waste Management.

#### **KEY PERFORMANCE AREAS:**

- Perform any of the following duties and/or **any** other general duties **as allocated and directed** from time to time per operational needs of the facility:

#### **A) PORTER**

- Transport patients using stretcher or wheelchair to / from wards or departments or any other area of the health facility.
- Take corpses to the mortuary.
- Clean / wash stretchers and wheelchairs.
- Minor maintenance of stretchers and wheelchairs.

#### **B) LAUNDRY AID**

- Accurate recording of all incoming and outgoing linen on a daily basis to hospital, clinics and EMS services.
- Correct handling, receiving and dispatch of soiled and clean linen to the wards and clinics according to internal protocol and infection control measures.
- Cleaning of laundry and laundry equipment on daily basis.
- Follow and adhere to Health and Safety Regulations.

*N.N.*

### C) MORTUARY ATTENDANT

- Render mortuary services: Receiving, handling and storage of corpses.
- Ensure mortuary cool room is in good working order
- Collect and transport corpses to the mortuary.
- Report all faulty or broken equipment to your supervisor immediately.
- Release and keep record of corpses handed over to next of kin.
- Load and off-load corpses.
- Keep proper identification and maintain accurate of records in the field of work.
- Maintain equipment: Clean equipment.
- Safe keeping of equipment.
- Ensure infection, prevention and control environment in line with relevant policies
- Perform household activities within the mortuary
- Perform cleaning services
- Render sluice functions (human excreta fluids including blood) including preparation of corpses

### D) WARD ATTENDANT

- Perform household activities within the ward
- Perform cleaning services
- Render sluice functions (human excreta fluids including blood).

### E) CLEANER

- Perform cleaning services in offices, passages , ablution facilities etc
- Emptying dustbins & picking up waste.
- Perform any other cleaning duties.

DISTRICT	INSTITUTION & NO. OF POSITIONS	APPLICATION LINK
Provincial Office	Provincial Office [14]	<a href="#">Click_here</a>
Capricorn District	J Mamabolo Clinic [3]	<a href="#">Click_here</a>
	Seobi Dikgale Clinic [2]	<a href="#">Click_here</a>
	Naledi Clinic [2]	<a href="#">Click_here</a>
	Goedgevonden Clinic [2]	<a href="#">Click_here</a>
	Semenya Clinic [2]	<a href="#">Click_here</a>
	Moletji Clinic [2]	<a href="#">Click_here</a>
	Soetfontein Clinic [1]	<a href="#">Click_here</a>
	Rethabile CHC [3]	<a href="#">Click_here</a>
	Maja Clinic [2]	<a href="#">Click_here</a>
	Moshubaba Clinic [3]	<a href="#">Click_here</a>
	Laastehoop Clinic [2]	<a href="#">Click_here</a>
	Chuene Clinic [1]	<a href="#">Click_here</a>
	Maraba Clinic [3]	<a href="#">Click_here</a>

ADVERTISEMENT OF EXPANDED PUBLIC WORKS PROGRAMME [EPWP] POSITIONS IN THE DEPARTMENT OF HEALTH UP TO 31 MARCH 2027

	Seshego1 Clinic [1]	<a href="#">Click_here</a>
	Seshego 3 Clinic [1]	<a href="#">Click_here</a>
	Mamotshwa Clinic [1]	<a href="#">Click_here</a>
	Sehlale Clinic [1]	<a href="#">Click_here</a>
	Molepo Clinic [2]	<a href="#">Click_here</a>
	Sebayeng Clinic [1]	<a href="#">Click_here</a>
	Mapodu Clinic [1]	<a href="#">Click_here</a>
	Sello Moloto Clinic [1]	<a href="#">Click_here</a>
	Mashashane Clinic [2]	<a href="#">Click_here</a>
	Diana Clinic [2]	<a href="#">Click_here</a>
	Matlala Clinic [1]	<a href="#">Click_here</a>
	Seshego 4 Clinic [1]	<a href="#">Click_here</a>
	Dikgale Clinic [1]	<a href="#">Click_here</a>
	Matoks Clinic [3]	<a href="#">Click_here</a>
	Nthabiseng Clinic [2]	<a href="#">Click_here</a>
	Mohodi Clinic [2]	<a href="#">Click_here</a>
	Botlokwa Gateway Clinic [3]	<a href="#">Click_here</a>
	Makgato Clinic [1]	<a href="#">Click_here</a>
	Ramokgopa Clinic [1]	<a href="#">Click_here</a>
	Mphahlele Clinic [4]	<a href="#">Click_here</a>
	Hwelereng Clinic [1]	<a href="#">Click_here</a>
	Mafele Clinic [3]	<a href="#">Click_here</a>
	Zebediela Gateway Clinic [1]	<a href="#">Click_here</a>
	Mathabatha Clinic [2]	<a href="#">Click_here</a>
	Dithabaneng Clinic [1]	<a href="#">Click_here</a>
	Mashite Clinic [1]	<a href="#">Click_here</a>
	Boschplaats Clinic [1]	<a href="#">Click_here</a>
	Malemati Clinic [1]	<a href="#">Click_here</a>
	Dr MMM CHC [1]	<a href="#">Click_here</a>
	Morotse Thamagane [2]	<a href="#">Click_here</a>
	Parliament Clinic [1]	<a href="#">Click_here</a>
	Byldrift Clinic [1]	<a href="#">Click_here</a>
	Rakgoatha Clinic [1]	<a href="#">Click_here</a>
	Ambergate Clinic [2]	<a href="#">Click_here</a>
	Burgerrecht Clinic [1]	<a href="#">Click_here</a>
	Buffelshoek Clinic [3]	<a href="#">Click_here</a>
	Goedetrou Clinic [3]	<a href="#">Click_here</a>
	Rosenkrans Clinic [1]	<a href="#">Click_here</a>
	Ziest Clinic [1]	<a href="#">Click_here</a>
	Indermaak Clinic [2]	<a href="#">Click_here</a>
	Alldays Clinic [1]	<a href="#">Click_here</a>
	Uitkyk Clinic [1]	<a href="#">Click_here</a>
	Blouberg CHC [3]	<a href="#">Click_here</a>
	Towerfontein Clinic [1]	<a href="#">Click_here</a>

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	Grootdraai Clinic [1]	<a href="#">Click_here</a>
	Ratshaatshaa CHC [3]	<a href="#">Click_here</a>
<b>Sekhukhune District</b>	Swaranang Clinic [1]	<a href="#">Click_here</a>
	Sterkspruit Clinic [1]	<a href="#">Click_here</a>
	Taung Clinic [1]	<a href="#">Click_here</a>
	Rietfontein Clinic [1]	<a href="#">Click_here</a>
	Burgersfort Clinic [1]	<a href="#">Click_here</a>
	Naboomkoppies Clinic [1]	<a href="#">Click_here</a>
	Mashabela Clinic [1]	<a href="#">Click_here</a>
	Matsageng Clinic [1]	<a href="#">Click_here</a>
	Motlolo Clinic [1]	<a href="#">Click_here</a>
	Motshana Clinic [1]	<a href="#">Click_here</a>
	Makofane Clinic [1]	<a href="#">Click_here</a>
	Penge CHC [2]	<a href="#">Click_here</a>
	Praktiseer Clinic [1]	<a href="#">Click_here</a>
	Mahubahube Clinic [1]	<a href="#">Click_here</a>
	Eerstegeluk Clinic [1]	<a href="#">Click_here</a>
	Boschkloof Clinic [1]	<a href="#">Click_here</a>
	Ngoabe Clinic [1]	<a href="#">Click_here</a>
	Maseven Clinic [2]	<a href="#">Click_here</a>
	Riba Clinic [1]	<a href="#">Click_here</a>
	Selala Clinic [2]	<a href="#">Click_here</a>
	Mecklenburg Gateway [1]	<a href="#">Click_here</a>
	Dilokong Gateway [1]	<a href="#">Click_here</a>
	HC Boschoff CHC [2]	<a href="#">Click_here</a>
	Mmutlane Clinic [1]	<a href="#">Click_here</a>
	Motsepe Clinic [1]	<a href="#">Click_here</a>
	Phasha Clinic [2]	<a href="#">Click_here</a>
	Manotwane Clinic [2]	<a href="#">Click_here</a>
	Selepe Clinic [1]	<a href="#">Click_here</a>
	Nkoana Clinic [2]	<a href="#">Click_here</a>
	Mankotsana Clinic [1]	<a href="#">Click_here</a>
	Nchabeleng Clinic [2]	<a href="#">Click_here</a>
	Nchabeleng CHC [2]	<a href="#">Click_here</a>
	Mohlaetse Clinic [1]	<a href="#">Click_here</a>
	Seroka Clinic [1]	<a href="#">Click_here</a>
	Phahlamanoge Clinic [1]	<a href="#">Click_here</a>
	Mphanama Clinic [2]	<a href="#">Click_here</a>
	Ikageng Clinic [1]	<a href="#">Click_here</a>
	Paulos Masha Clinic [1]	<a href="#">Click_here</a>
	Marulaneng Clinic [Marble Hall] [2]	<a href="#">Click_here</a>
	Manganeng Clinic [1]	<a href="#">Click_here</a>
	Schonoord Clinic [1]	<a href="#">Click_here</a>
	Tshehlwaneng Clinic [1]	<a href="#">Click_here</a>

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	Dicheoung Clinic [1]	<a href="#">Click_here</a>
	Madibong Clinic [2]	<a href="#">Click_here</a>
	Mamone Clinic [2]	<a href="#">Click_here</a>
	Jane Furse Clinic [1]	<a href="#">Click_here</a>
	Marishane Clinic [1]	<a href="#">Click_here</a>
	Phaahla Clinic [1]	<a href="#">Click_here</a>
	Probeerin Clinic [1]	<a href="#">Click_here</a>
	Magalies Clinic [1]	<a href="#">Click_here</a>
	Tswaing Clinic [1]	<a href="#">Click_here</a>
	Setlaboswana Clinic [1]	<a href="#">Click_here</a>
	Mampane Clinic [1]	<a href="#">Click_here</a>
	Phokoane Clinic [1]	<a href="#">Click_here</a>
	St. Ritas Gateway [2]	<a href="#">Click_here</a>
	Rietfontein Clinic [2]	<a href="#">Click_here</a>
	Eensaam Clinic [1]	<a href="#">Click_here</a>
	Phatantshwane Clinic [1]	<a href="#">Click_here</a>
	Kilpspruit Clinic [1]	<a href="#">Click_here</a>
	Vlakplaas Clinic [1]	<a href="#">Click_here</a>
	Spitspunt Clinic [1]	<a href="#">Click_here</a>
	Moutse West Clinic [2]	<a href="#">Click_here</a>
	Makepsvlei Clinic [1]	<a href="#">Click_here</a>
	Witfontein Clinic [1]	<a href="#">Click_here</a>
	Toitskraal Clinic [2]	<a href="#">Click_here</a>
	Marble Hall Clinic [2]	<a href="#">Click_here</a>
	Moganyaka Clinic [1]	<a href="#">Click_here</a>
	Marulaneng Clinic [Makhudu] [1]	<a href="#">Click_here</a>
	Elandskraal Clinic [2]	<a href="#">Click_here</a>
	Van Der Merweskraal Clinic [1]	<a href="#">Click_here</a>
	Moeding Clinic [1]	<a href="#">Click_here</a>
	Matlala Clinic [1]	<a href="#">Click_here</a>
	Matlala Gateway [1]	<a href="#">Click_here</a>
	Mmotoaneng Clinic [2]	<a href="#">Click_here</a>
	Rosenkaal Clinic [1]	<a href="#">Click_here</a>
	Zaaiplaas Clinic [1]	<a href="#">Click_here</a>
	Goedgedacht Clinic [1]	<a href="#">Click_here</a>
	Hlogotlou Clinic [1]	<a href="#">Click_here</a>
	Sephaku Clinic [1]	<a href="#">Click_here</a>
	Magukubjane Clinic [1]	<a href="#">Click_here</a>
	Rammupudu Clinic [2]	<a href="#">Click_here</a>
	Matsepe Clinic [1]	<a href="#">Click_here</a>
	Dikgalaopeng Clinic [1]	<a href="#">Click_here</a>
	Motetema Clinic [1]	<a href="#">Click_here</a>
	Groblersdal Clinic [2]	<a href="#">Click_here</a>
	Kwarrilagte Clinic [2]	<a href="#">Click_here</a>

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	Elandsdoring Clinic [1]	<a href="#">Click_here</a>
	Philadelphia Gateway [2]	<a href="#">Click_here</a>
	Moutse East Clinic [2]	<a href="#">Click_here</a>
<b>Vhembe District</b>	Bungeni CHC [4]	<a href="#">Click_here</a>
	Kurhuleni Clinic [1]	<a href="#">Click_here</a>
	Tlangelani Clinic [1]	<a href="#">Click_here</a>
	Manavhela Clinic [1]	<a href="#">Click_here</a>
	Makahlule Clinic [2]	<a href="#">Click_here</a>
	Matiyani Clinic [1]	<a href="#">Click_here</a>
	Ntlhaveni D Clinic [2]	<a href="#">Click_here</a>
	Mphambo CHC [4]	<a href="#">Click_here</a>
	Matsheka Clinic [1]	<a href="#">Click_here</a>
	Peninghotsa Clinic [1]	<a href="#">Click_here</a>
	Ntlhaveni E Clinic [2]	<a href="#">Click_here</a>
	Mtiti Clinic [1]	<a href="#">Click_here</a>
	Nghezimani Clinic [1]	<a href="#">Click_here</a>
	Tiyani CHC [4]	<a href="#">Click_here</a>
	Davhana Clinic [1]	<a href="#">Click_here</a>
	Helderwater Clinic [1]	<a href="#">Click_here</a>
	Masakona Clinic [1]	<a href="#">Click_here</a>
	Olifantshoek Clinic [1]	<a href="#">Click_here</a>
	Tshimbupfe Clinic [2]	<a href="#">Click_here</a>
	Rumani Clinic [2]	<a href="#">Click_here</a>
	Mudimeli Clinic [1]	<a href="#">Click_here</a>
	Tshakhuma Clinic [1]	<a href="#">Click_here</a>
	Valdezia Clinic [1]	<a href="#">Click_here</a>
	Wayeni Clinic [1]	<a href="#">Click_here</a>
	Mbokota Clinic [2]	<a href="#">Click_here</a>
	Mulima Clinic [1]	<a href="#">Click_here</a>
	Riverplaats Clinic [1]	<a href="#">Click_here</a>
	Tshilwavhusiku Clinic [1]	<a href="#">Click_here</a>
	Kutama Clinic [2]	<a href="#">Click_here</a>
	Makhado CHC [2]	<a href="#">Click_here</a>
	Beaconsfield Clinic [1]	<a href="#">Click_here</a>
	Vhambelani Maelula Clinic [2]	<a href="#">Click_here</a>
	Tshikuwi Clinic [1]	<a href="#">Click_here</a>
	Vuvha Clinic [1]	<a href="#">Click_here</a>
	Waterval Clinic [2]	<a href="#">Click_here</a>
	Mutale CHC [1]	<a href="#">Click_here</a>
	Tshikundamalema Clinic [1]	<a href="#">Click_here</a>
	Matavhela Clinic [1]	<a href="#">Click_here</a>
	Thengwe Clinic [1]	<a href="#">Click_here</a>
	Rambuda Clinic [1]	<a href="#">Click_here</a>
	Guyuni Clinic [1]	<a href="#">Click_here</a>

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	Tshaulu Clinic [1]	<a href="#">Click_here</a>
	Lambani Clinic [1]	<a href="#">Click_here</a>
	Duvhuledza Clinic [1]	<a href="#">Click_here</a>
	Vhurivhuri Clinic [1]	<a href="#">Click_here</a>
	Sambandou Clinic [2]	<a href="#">Click_here</a>
	Makuya Clinic [2]	<a href="#">Click_here</a>
	Muledane Clinic [1]	<a href="#">Click_here</a>
	William Eddie CHC [1]	<a href="#">Click_here</a>
	Madala Clinic [1]	<a href="#">Click_here</a>
	Tshixwadza Clinic [1]	<a href="#">Click_here</a>
	Fondwe Clinic [1]	<a href="#">Click_here</a>
	Phiphidi Clinic [1]	<a href="#">Click_here</a>
	Damani Clinic [1]	<a href="#">Click_here</a>
	Vhufuli Tshitereke Clinic [1]	<a href="#">Click_here</a>
	Mukula Clinic [1]	<a href="#">Click_here</a>
	Sterkstroom Clinic [1]	<a href="#">Click_here</a>
	Dzingahe Clinic [1]	<a href="#">Click_here</a>
	Tshififi Clinic [1]	<a href="#">Click_here</a>
	Magwedzha Clinic [1]	<a href="#">Click_here</a>
	Mbilwi Clinic [2]	<a href="#">Click_here</a>
	Nancefield Clinic [2]	<a href="#">Click_here</a>
	Musina Clinic [2]	<a href="#">Click_here</a>
	Madimbo Clinic [2]	<a href="#">Click_here</a>
	Tshiungani Clinic [1]	<a href="#">Click_here</a>
	Folovhodwe Clinic [2]	<a href="#">Click_here</a>
	Shakadza Clinic [2]	<a href="#">Click_here</a>
	Tshipise Clinic [2]	<a href="#">Click_here</a>
	Manenzhe Clinic [2]	<a href="#">Click_here</a>
	Masini Clinic [2]	<a href="#">Click_here</a>
	Mulala Clinic [2]	<a href="#">Click_here</a>
<b>Waterberg District</b>	Ellisras Clinic [2]	<a href="#">Click_here</a>
	Lephalale Clinic [1]	<a href="#">Click_here</a>
	Marapong CHC [2]	<a href="#">Click_here</a>
	Marapong Clinic [1]	<a href="#">Click_here</a>
	Seleka Clinic [3]	<a href="#">Click_here</a>
	Shongoane Clinic [3]	<a href="#">Click_here</a>
	Abbotspoort Clinic [2]	<a href="#">Click_here</a>
	Alma Clinic [2]	<a href="#">Click_here</a>
	Modimolle Clinic [2]	<a href="#">Click_here</a>
	Phagameng Clinic [1]	<a href="#">Click_here</a>
	Vaalwater Clinic [3]	<a href="#">Click_here</a>
	Mookgopong CHC [2]	<a href="#">Click_here</a>
	Mookgopong Clinic [2]	<a href="#">Click_here</a>
	Roedtan Clinic [1]	<a href="#">Click_here</a>

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ADVERTISEMENT OF EXPANDED PUBLIC WORKS PROGRAMME [EPWP] POSITIONS IN THE DEPARTMENT OF HEALTH UP TO 31 MARCH 2027

	Bela Bela Clinic [1]	<a href="#">Click_here</a>
	Pienaarsrivier Clinic [2]	<a href="#">Click_here</a>
	Settlers Clinic [1]	<a href="#">Click_here</a>
	Warmbaths Clinic [2]	<a href="#">Click_here</a>
	Bakenberg Clinic [4]	<a href="#">Click_here</a>
	Chalema Clinic [1]	<a href="#">Click_here</a>
	George Masebe Gateway Clinic [1]	<a href="#">Click_here</a>
	Jakkalskuil Clinic [1]	<a href="#">Click_here</a>
	Makgobe Clinic [1]	<a href="#">Click_here</a>
	Mokamole Clinic [1]	<a href="#">Click_here</a>
	Paulos Clinic [1]	<a href="#">Click_here</a>
	Tiberius Clinic [1]	<a href="#">Click_here</a>
	Bavaria Clinic [4]	<a href="#">Click_here</a>
	Lekhureng Clinic [1]	<a href="#">Click_here</a>
	Mattanau Clinic [1]	<a href="#">Click_here</a>
	Mankuwe Clinic [1]	<a href="#">Click_here</a>
	Rebone Clinic [2]	<a href="#">Click_here</a>
	Segole Clinic [1]	<a href="#">Click_here</a>
	Thabaleshoba CHC [3]	<a href="#">Click_here</a>
	Weltevreden Clinic [1]	<a href="#">Click_here</a>
	Chromite Clinic [1]	<a href="#">Click_here</a>
	Dwaalboom Clinic [1]	<a href="#">Click_here</a>
	Northam CHC [4]	<a href="#">Click_here</a>
	Swartklip Clinic [1]	<a href="#">Click_here</a>
	Thabazimbi Clinic [1]	<a href="#">Click_here</a>
	Regorogile 1 Clinic [1]	<a href="#">Click_here</a>
	Regorogile 2 Clinic [1]	<a href="#">Click_here</a>
	Tshepong Clinic [1]	<a href="#">Click_here</a>
	Kromdraai Clinic [1]	<a href="#">Click_here</a>
	Rooiberg Clinic [1]	<a href="#">Click_here</a>
	Armoed Clinic [1]	<a href="#">Click_here</a>
	Mabuela Clinic [1]	<a href="#">Click_here</a>
	Mapela Clinic [2]	<a href="#">Click_here</a>
	Mamaselela Clinic [1]	<a href="#">Click_here</a>
	Mosesetjana Clinic [2]	<a href="#">Click_here</a>
	Polotji Clinic [1]	<a href="#">Click_here</a>
	Phafola Clinic [1]	<a href="#">Click_here</a>
	Sekuruwe Clinic [1]	<a href="#">Click_here</a>
	Sterkwater Clinic [1]	<a href="#">Click_here</a>
	Tshamahansi Clinic [1]	<a href="#">Click_here</a>
	Bokwalakwa Clinic [1]	<a href="#">Click_here</a>
	GaMadiba Clinic [1]	<a href="#">Click_here</a>
	Mahwelereng 1 Clinic [2]	<a href="#">Click_here</a>
	Mahwelereng 2 Clinic [1]	<a href="#">Click_here</a>

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**ADVERTISEMENT OF EXPANDED PUBLIC WORKS PROGRAMME [EPWP] POSITIONS IN THE DEPARTMENT OF HEALTH UP TO 31 MARCH 2027**

	Manyoga Clinic [2]	<a href="#">Click_here</a>
	Sekgagapeng Clinic [1]	<a href="#">Click_here</a>
<b>Mopani District</b>	Shitlakati Clinic [2]	<a href="#">Click_here</a>
	Zava Clinic [2]	<a href="#">Click_here</a>
	Nkomo Clinic [2]	<a href="#">Click_here</a>
	Loloka Clinic [2]	<a href="#">Click_here</a>
	Basani Clinic [2]	<a href="#">Click_here</a>
	Nkuri Clinic [1]	<a href="#">Click_here</a>
	Hlaneki Clinic [2]	<a href="#">Click_here</a>
	Ndengeza Clinic 1]	<a href="#">Click_here</a>
	Msengi Clinic [2]	<a href="#">Click_here</a>
	Ntluri Clinic [1]	<a href="#">Click_here</a>
	Bochabelo Clinic [2]	<a href="#">Click_here</a>
	Sekhimini Clinic [2]	<a href="#">Click_here</a>
	Giyani Health Centre Clinic [3]	<a href="#">Click_here</a>
	Mapayeni Clinic [2]	<a href="#">Click_here</a>
	Nkhensani Gateway Clinic [1]	<a href="#">Click_here</a>
	Kremetart Clinic [2]	<a href="#">Click_here</a>
	Thomo Clinic [2]	<a href="#">Click_here</a>
	Ngove Clinic [2]	<a href="#">Click_here</a>
	Shivulani Clinic [2]	<a href="#">Click_here</a>
	Muyexe Clinic [1]	<a href="#">Click_here</a>
	Lulekani CHC [4]	<a href="#">Click_here</a>
	Seloane Clinic [2]	<a href="#">Click_here</a>
	Bismack Clinic [2]	<a href="#">Click_here</a>
	Sekororo Clinic [2]	<a href="#">Click_here</a>
	Medingen Clinic [2]	<a href="#">Click_here</a>
	Duiwelskloof Clinic [1]	<a href="#">Click_here</a>
	Duiwelskloof CHC [4]	<a href="#">Click_here</a>
	Senobela Clinic [1]	<a href="#">Click_here</a>
	Raphahlelo Clinic [2]	<a href="#">Click_here</a>
	Mamaila Clinic [2]	<a href="#">Click_here</a>
	Lebaka Clinic [1]	<a href="#">Click_here</a>
	Kgapane Clinic [2]	<a href="#">Click_here</a>
	Letaba Gateway [1]	<a href="#">Click_here</a>
	Dan Clinic [2]	<a href="#">Click_here</a>
	Khujwana Clinic [2]	<a href="#">Click_here</a>
	Letsitele Clinic [2]	<a href="#">Click_here</a>
	Mariveni Clinic [2]	<a href="#">Click_here</a>
	Nkowankowa CHC [4]	<a href="#">Click_here</a>
	Dr Hugo Clinic [2]	<a href="#">Click_here</a>
	Nyavana Clinic [1]	<a href="#">Click_here</a>
	Mamitwa Clinic [2]	<a href="#">Click_here</a>
	Ooghoek Clinic [2]	<a href="#">Click_here</a>

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**ADVERTISEMENT OF EXPANDED PUBLIC WORKS PROGRAMME [EPWP] POSITIONS IN THE DEPARTMENT OF HEALTH UP TO 31 MARCH 2027**

	Mawa Clinic [1]	<a href="#">Click_here</a>
	Ramotshinyadi Clinic [2]	<a href="#">Click_here</a>
	Carlota Clinic [2]	<a href="#">Click_here</a>
	Jamela Clinic [1]	<a href="#">Click_here</a>
	Julesburg CHC [3]	<a href="#">Click_here</a>
	Mokgapeng Clinic [2]	<a href="#">Click_here</a>
	Tours Clinic [4]	<a href="#">Click_here</a>
	Mogoboya Clinic [1]	<a href="#">Click_here</a>
	Lenyenye Clinic [2]	<a href="#">Click_here</a>
	Moime Clinic [2]	<a href="#">Click_here</a>
	Zangoma Clinic [1]	<a href="#">Click_here</a>
	Maake Clinic [2]	<a href="#">Click_here</a>
	Morapalala Clinic [2]	<a href="#">Click_here</a>
	Motupa Clinic [2]	<a href="#">Click_here</a>
	Relela Clinic [1]	<a href="#">Click_here</a>
<b>HOSPITALS / VERTICAL PROGRAMMES</b>		
<b>Vhembe District</b>	Elim Hospital [20]	<a href="#">Click_here</a>
	Siloam Hospital [20]	<a href="#">Click_here</a>
	Donald Fraser Hospital [20]	<a href="#">Click_here</a>
	Malamulele Hospital [15]	<a href="#">Click_here</a>
	Messina Hospital [13]	<a href="#">Click_here</a>
	Louis Trichardt Hospital [12]	<a href="#">Click_here</a>
	Tshilidzini Hospital [20]	<a href="#">Click_here</a>
	Hayani Hospital [9]	<a href="#">Click_here</a>
	Thohoyandou Nursing Campus [8]	<a href="#">Click_here</a>
<b>Waterberg District</b>	Ellisras Hospital [28]	<a href="#">Click_here</a>
	Witpoort Hospital [9]	<a href="#">Click_here</a>
	Warmbaths Hospital [9]	<a href="#">Click_here</a>
	FH Odendaal Hospital [10]	<a href="#">Click_here</a>
	George Masebe Hospital [7]	<a href="#">Click_here</a>
	MDR TB Hospital [16]	<a href="#">Click_here</a>
	Thabazimbi Hospital [9]	<a href="#">Click_here</a>
	Voortrekker Hospital [10]	<a href="#">Click_here</a>
	Mokopane Hospital [18]	<a href="#">Click_here</a>
<b>Capricorn District</b>	Helene Franz Hospital [22]	<a href="#">Click_here</a>
	Seshego Hospital [16]	<a href="#">Click_here</a>
	WF Knobel Hospital [19]	<a href="#">Click_here</a>
	Botlokwa Hospital [11]	<a href="#">Click_here</a>
	Lebowakgomo Hospital [19]	<a href="#">Click_here</a>
	Zebediela Hospital [13]	<a href="#">Click_here</a>
	Pietersburg Hospital [31]	<a href="#">Click_here</a>
	Mankweng Hospital [30]	<a href="#">Click_here</a>
	Thabamopo Hospital [16]	<a href="#">Click_here</a>
	Emergency Medical Services [30]	<a href="#">Click_here</a>

ADVERTISEMENT OF EXPANDED PUBLIC WORKS PROGRAMME [EPWP] POSITIONS IN THE DEPARTMENT OF HEALTH UP TO 31 MARCH 2027

*N.N.*

	Sovenga Nursing Campus [6]	<a href="#">Click_here</a>
<b>Mopani District</b>	Nkhensani Hospital [14]	<a href="#">Click_here</a>
	Dr CN Phatudi Hospital [18]	<a href="#">Click_here</a>
	Maphutha L Malatjie Hospital [15]	<a href="#">Click_here</a>
	Kgapane Hospital [18]	<a href="#">Click_here</a>
	Sekororo Hospital [14]	<a href="#">Click_here</a>
	Van Velden Hospital [16]	<a href="#">Click_here</a>
	Letaba Hospital [18]	<a href="#">Click_here</a>
	Evuxakeni Hospital [14]	<a href="#">Click_here</a>
	Giyani Nursing Campus [4]	<a href="#">Click_here</a>
<b>Sekhukhune District</b>	Matlala Hospital [16]	<a href="#">Click_here</a>
	Jane Furse Hospital [18]	<a href="#">Click_here</a>
	Groblersdal Hospital [14]	<a href="#">Click_here</a>
	Dilokong Hospital [18]	<a href="#">Click_here</a>
	Mecklenburg Hospital [10]	<a href="#">Click_here</a>
	Sekhukhune District Office [10]	<a href="#">Click_here</a>
	St Rita's Hospital [15]	<a href="#">Click_here</a>
	Philadelphia Hospital [14]	<a href="#">Click_here</a>
	Sekhukhune Nursing Campus [4]	<a href="#">Click_here</a>

**POSITION 6: EPWP: ACCOUNTING CLERK: ACCOUNTS PAYABLE = 34 POSITIONS**

**MONTHLY STIPEND: R4 121.76**

**CENTRES:** Provincial Office [12], Pietersburg Hospital [3], Mankweng Hospital [3], Capricorn District [3], Sekhukhune District [3], Mopani District [3], Vhembe District [3], Waterberg District [3]

**INHERENT REQUIREMENTS:**

**A) Qualifications and Competencies**

- Grade 12 certificate [Matric] or equivalent qualification at NQF level 4 plus an undergraduate qualification in Financial Management/Accounting/Economics at NQF level 6 as recognized by SAQA.
- Computer literacy [Ms Word, Excel and PowerPoint etc].

**B) Knowledge and skills**

- Basic understanding of Public Sector Financial Administration and financial prescripts.
- Ability to accept responsibility and to work independently.
- Computer literacy (MS: Word and Excel).

**KEY PERFORMANCE AREAS:**

- Capturing of payments

*N.N.*

**ADVERTISEMENT OF EXPANDED PUBLIC WORKS PROGRAMME [EPWP] POSITIONS IN THE DEPARTMENT OF HEALTH UP TO 31 MARCH 2027**

- Reconciliation of key accounts
- Maintain payables and accruals register
- Filling of payments vouchers

INSTITUTION NO. OF POSITIONS	APPLICATION LINK
Pharmaceutical Depot [9]	<a href="#">Click_here</a>
Provincial Office [4]	<a href="#">Click_here</a>
Pietersburg Hospital [3]	<a href="#">Click_here</a>
Mankweng Hospital [3]	<a href="#">Click_here</a>
Capricorn District [3]	<a href="#">Click_here</a>
Sekhukhune District [3]	<a href="#">Click_here</a>
Mopani District	<a href="#">Click_here</a>
Vhembe District	<a href="#">Click_here</a>
Waterberg District	<a href="#">Click_here</a>

### POSITION NO 7: EPWP: REGISTRY CLERKS = 19 POSITIONS

**MONTHLY STIPEND: R4 121.76**

**CENTRES:** Provincial Office [Polokwane] [3], Warmbaths Hospital [2], Ellisras Hospital [2], Philadelphia Hospital [1], Seshego Hospital [2], Mopani District Office [2], Messina Hospital [3], Nkhensani Hospital [3], Donald Frazer Hospital [1]

### INHERENT REQUIREMENTS:

#### A) Qualifications and Competencies

- Grade 12 Certificate [Matric] or equivalent qualification at NQF level 4 as recognised by SAQA.
- National Diploma in Archives/ Records Management/ Library/ Information Studies or equivalent qualification at NQF level 6 as recognised by SAQA will an added advantage.
- Computer literacy [Ms Word, Excel and PowerPoint etc].

#### B) Knowledge and Skills

- Computer literacy in MS word, MS Excel, MS PowerPoint
- Good communication and Interpersonal Skills
- Good report writing
- Be able to work independently under extreme pressure and meet deadlines
- Knowledge of Promotion of Access to Information Act, 2 of 2000 (PAIA) will be an added advantage

ADVERTISEMENT OF EXPANDED PUBLIC WORKS PROGRAMME [EPWP] POSITIONS IN THE DEPARTMENT OF HEALTH UP TO 31 MARCH 2027

*N.N.*

## KEY PERFORMANCE AREAS:

- Opening and closing of patient files.
- Safe keeping of patient files in line with Records Management policy.
- Retrieving and issuing files in line with Records Management policy.
- Archiving of old patient files in line with Records Management policy.
- Identifying and merging of duplicate files.
- Implement PAIA.
- Ensure that all patient files are filed numerically in line with E-HIS.
- Ensure that all patient boxes are numbered.

INSTITUTION & NO. OF POSITIONS	APPLICATION LINK
Provincial Office [Polokwane]	<a href="#">Click_here</a>
Warmbaths Hospital [2]	<a href="#">Click_here</a>
Ellisras Hospital [2]	<a href="#">Click_here</a>
Philadelphia Hospital [1]	<a href="#">Click_here</a>
Seshego Hospital [2]	<a href="#">Click_here</a>
Mopani District Office [2]	<a href="#">Click_here</a>
Messina Hospital [3]	<a href="#">Click_here</a>
Nkhensani Hospital [3]	<a href="#">Click_here</a>
Donald Frazer Hospital [1]	<a href="#">Click_here</a>

## POSITION NO 8: EPWP: ADMIN CLERKS [LEGAL SERVICES] = 5 POSITIONS

MONTHLY STIPEND: R4 121.76

CENTRE: Provincial Office [Polokwane]

## INHERENT REQUIREMENTS:

### A) Qualifications and Competencies

- Grade 12 certificate [Matric] plus National Diploma/ Degree in Public Management, Management Assistant or related qualification.
- Diploma in Law or exposure as Administration Clerk will be added advantage.
- Computer literacy (MS Word, Excel, PowerPoint etc).

### B) Knowledge and Skills

- Be knowledgeable in general office support systems and arrangements.
- Communication skills (written and verbal).

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- Knowledge and understanding of legislative frameworks governing public service.
- Ability to capture the essence of discussions and key decisions in concise clear language - paying close attention to detail in work/report preparation.
- Basic office planning, organizational and archiving skills.
- Excellent interpersonal skills to effectively deal with stakeholders in a highly professional manner
- Time management

**KEY PERFORMANCE AREAS:**

- Assist in the management and organization of the Legal Services Directorate (including the ability to assist in other sections of the directorate from time to time and as required).
- Provide efficient and effective administration services to all related stakeholders.
- Systematic organization and monitoring of cases received.
- Conduct effective and efficient information flow and document tracking for the Directorate in the processing of cases in Legal Services.
- Daily updating of relevant registers through MS (Excel) Spreadsheets to ensure that statistics are available on a daily /weekly/monthly basis as requested.
- Attend telephone enquiries and interaction with stakeholders such as doctors, nurses, legal practitioners and other employees as may be required.
- Procure goods and services for the Directorate according to Departmental and public service policies and delegations.
- Provide logistical support to the Directorate to enable the attainment of predetermined goals and objectives.
- Implement and maintain office processes and ensure professional assistance and advice when delivering services to clients of the unit.

INSTITUTION NO. OF POSITIONS	APPLICATION LINK
Head Office [Polokwane]	<a href="#">Click here</a>

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**POSITION NO 9: EPWP: ADMIN CLERK [HRM & DEVELOPMENT] = 1 POSITION**

**MONTHLY STIPEND: R4 121.76**

**CENTRES:** Provincial Office [Polokwane]

**INHERENT REQUIREMENTS:**

**A) Qualifications and Competencies**

- Grade 12 certificate [Matric] plus National Diploma/ Degree in Public Management, Management Assistant or related qualification.
- Exposure as Administration Clerk will be an added advantage.
- Computer literacy (MS Word, Excel, PowerPoint etc).

**B) Knowledge and Skills**

- Be knowledgeable of general office support systems and arrangements.
- Communication skills (writing and verbal) fluent in English.
- Knowledge and understanding legislative frameworks governing the public services.
- Have the ability to capture in writing the essence of discussions and key decisions in concise clear language - paying close attention to detail in work/report preparation.
- Basic office planning, organizational and archiving skills.
- Possess excellent interpersonal skills to effectively deal with stakeholders in a highly professional manner
- The successful candidate will be required to assist with other sections from time to time.
- Time management

**KEY PERFORMANCE AREAS:**

- Assist in the management the diary of the Chief Director: Human Resource Management & Development.
- Provide efficient and effective administration service to all related stakeholders.
- Manage correspondence (incoming and outgoing)
- Daily updating of relevant registers through MS (Excel) Spreadsheets to ensure that statistics are available on a daily / weekly/ monthly basis as requested.
- Attend telephone enquiries and interaction with stakeholders (internal and external).
- Assist in procurement of goods and services in the Chief Director's office according to Departmental and public service policies and delegations.
- Implement and maintain office processes and ensure professional assistance and advice when delivering services to clients of the unit.

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INSTITUTION NO. OF POSITIONS	APPLICATION LINK
Head Office [Polokwane]	<a href="#">Click here</a>

**POSITION NO 10: EPWP: INFORMATION TECHNOLOGY = 2 POSITIONS**

**MONTHLY STIPEND: R4 121.76**

**CENTRE:** Provincial Office

**INHERENT REQUIREMENTS:**

**A) Qualifications and Competencies**

- A Grade 12 certificate [Matric] or equivalent qualification at NQF level 4 plus a qualification in Information Technology / Computer Science at NQF Level 5.
- Computer literacy (MS Word, Excel, PowerPoint etc).

**B) Knowledge and Skills**

- Knowledge and skill in Microsoft 365, A+, N+ and ICT Security.
- Good communication Skill

**KEY PERFORMANCE AREAS:**

- Provide LAN and desktop support to the client.
- Assist with document automation.
- Assist with ICT Trainings.
- Assist with ICT Project Roll outs.

INSTITUTION NO. OF POSITIONS	APPLICATION LINK
Provincial Office	<a href="#">Click here</a>

**POSITION NO 11: EPWP: EMPLOYEE HEALTH AND WELLNESS: EMPLOYEE ASSISTANCE PROFESSIONAL [EAP] = 9 POSITIONS**

**MONTHLY STIPEND: R4 121.76**

**CENTRES:** Capricorn District Office [1], Mopani District Office [1], Sekhukhune District Office [1], Vhembe District Office [1], Waterberg District Office [1], Pietersburg [1], Mankweng Hospital [1], Provincial Office [1], EMS [1]

**INHERENT REQUIREMENTS:**

**A) Qualifications and Competencies**

- Grade 12 certificate [Matric] plus bachelor's degree in Social Science or Behavioural Science and registration with Professional body, designated as

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Social Worker or Psychologist or Counsellor – SACSSP / HPCSA - **Proof required.**

- In addition, registration with the Employee Assistance Professional Association of South Africa (EAPA-SA) - **Proof required.**
- Proven exposure in Employee Health and Wellness Programme / Employee Assistance Programme will be an added advantage.
- Computer literacy (MS Office) [Word, PowerPoint and Excel].

## **B) Knowledge and Skills**

- Knowledge of and understand the DPSA Employee Health and Wellness Strategic Framework for Public Service, and other legislative frameworks governing the public services.
- Communication skills (writing and verbal), Presentation skills, Report writing, Events organizing and coordination, and Stakeholder management.
- Excellent record keeping and administration skills (case registers, progress reports and files)
- Punctuality (time management).
- Possess excellent professional work ethics.

## **KEY PERFORMANCE AREAS:**

- Provide effective and efficient Employee Health and Wellness services in the allocated areas of responsibility.
- Provide professional individual and group psychosocial support services for the employees and their immediate family members.
- Provide efficient and effective case management from intake to termination.
- Prepare monthly and quarterly statistical reports for cases and activities conducted.
- Coordinate employee sports and recreational activities.
- Coordinate and monitor the activities of Employee Wellness Committees in line with the EHW Strategic Framework.
- Prepare and conduct presentations on mental health and psychosocial wellness.
- Coordinate organizational wellness sessions and events (mental health, physical wellness including HIV&AIDS, team building) and work-life balance interventions.
- Conduct Employee Health and Wellness services induction and promotion sessions.
- Daily updating of relevant registers through MS (Excel) Spreadsheets to ensure that statistics are available on a daily/weekly/monthly basis as requested.
- Implement and maintain office processes and ensure professional assistance and advice when delivering services to clients of the unit.
- The suitable candidate be required to assist in other areas other than their allocated.

<b>INSTITUTION NO. OF POSITIONS</b>	<b>APPLICATION LINK</b>
Capricorn District Office [1]	<a href="#">Click_here</a>

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*N.N.*

Mopani District Office [1]	<a href="#">Click_here</a>
Sekhukhune District Office [1]	<a href="#">Click_here</a>
Vhembe District Office [1]	<a href="#">Click_here</a>
Waterberg District Office [1]	<a href="#">Click_here</a>
Pietersburg [1]	<a href="#">Click_here</a>
Mankweng Hospital [1]	<a href="#">Click_here</a>
Provincial Office [1]	<a href="#">Click_here</a>
EMS [1]	<a href="#">Click_here</a>

**POSITION NO 12: EPWP: ADMIN CLERK [EMPLOYEE HEALTH AND WELLNESS] = 1 POSITION**

**MONTHLY STIPEND: R4 121.76**

**CENTRE:** Provincial Office [Polokwane]

**INHERENT REQUIREMENTS:**

**A) Qualifications and Competencies**

- Grade 12 certificate [Matric] plus National Diploma/ Degree in Public Management / Administration, Management Assistant, Auxiliary Social Work, or related qualification.
- Computer literacy (MS Office) [Word, PowerPoint and Excel].

**B) Knowledge and Skills**

- Must possess excellent interpersonal skills to effectively deal with stakeholders in a highly professional manner and always maintain confidentiality.
- Ability to deal with the high volume of statistical data and professional reports.
- Be knowledgeable of general office support systems and arrangements.
- Communication skills (writing and verbal) fluent in English.
- Knowledge and understanding of legislative frameworks governing public services.
- Have the ability to capture in writing the essence of discussions and key decisions in concise clear language - paying close attention to detail in work/report preparation.
- Basic office planning, organizational and archiving skills.
- Punctuality (time management)

**KEY PERFORMANCE AREAS:**

- Assist in the management and organization of Employee Health and Wellness- EAP.
- Systematic organization and monitoring of cases received, set appointments, follow-ups, and referrals.
- Conduct effective and efficient information flow and document tracking in the processing of cases in Employee Health and Wellness - EAP.

**ADVERTISEMENT OF EXPANDED PUBLIC WORKS PROGRAMME [EPWP] POSITIONS IN THE DEPARTMENT OF HEALTH UP TO 31 MARCH 2027**

- Daily updating of relevant registers through MS (Excel) Spreadsheets to ensure that statistics are available on a daily/weekly/ monthly basis as requested.
- Provide efficient and effective administration service to all related stakeholders.
- Liaison with Districts, Tertiary, and Vertical Programmes EHW-EAPs and assist in the consolidation of reports – monthly, quarterly, and annually.
- Logistical arrangements for employee wellness meetings, workshops, sessions, and events.
- Attend telephone inquiries and interaction with stakeholders such as clients, doctors, nurses, managers, external wellness service providers, and other employees as may be required.
- Procure goods and services for the Directorate according to Departmental and public service policies and delegations.
- Provide logistical support to the Directorate to enable the attainment of predetermined goals and objectives.
- Implement and maintain office processes and ensure professional assistance and advice when delivering services to clients.

INSTITUTION NO. OF POSITIONS	APPLICATION LINK
Provincial Office [Polokwane]	<a href="#">Click here</a>

**POSITION NO 13: EPWP: ADMIN CLERK [COMMUNICATIONS] = 1 POSITION**

**MONTHLY STIPEND: R4 121.76**

**CENTRE:** Provincial Office [Polokwane]

**INHERENT REQUIREMENTS:**

**A) Qualifications and Competencies**

- Grade 12 certificate [Matric] plus National Diploma / Degree in Public Management, Management Assistant or related qualification.
- Competencies as Administration Clerk will be an added advantage.
- Computer literacy: MS Office.

**B) Knowledge and Skills**

- Be knowledgeable of general office support systems and arrangements.
- Communication skills (writing and verbal) fluent in English.
- Knowledge and understanding of legislative frameworks governing the public services.
- Have the ability to capture in writing the essence of discussions and key decisions in concise clear language - paying close attention to detail in work/report preparation.
- Basic office planning, organizational and archiving skills.
- Possess excellent interpersonal skills to effectively deal with stakeholders in a highly professional manner

**ADVERTISEMENT OF EXPANDED PUBLIC WORKS PROGRAMME [EPWP] POSITIONS IN THE DEPARTMENT OF HEALTH UP TO 31 MARCH 2027**

- Time management

**KEY PERFORMANCE AREAS:**

- Assist in the management and organization of the Communications Directorate.
- Provide efficient and effective administration service to all related stakeholders.
- Conduct effective and efficient information flow and document tracking for the Directorate.
- Attend telephone enquiries and interaction with stakeholders such as doctors, nurses, lawyers and other employees as may be required.
- The successful candidate will be requested to assist with other sections from time to time.
- Procure goods and services for the Directorate according to Departmental and public service policies and delegations.
- Provide logistical support to the Directorate to enable the attainment of predetermined goals and objectives.
- Implement and maintain office processes and ensure professional assistance and advice when delivering services to clients of the unit.

INSTITUTION NO. OF POSITIONS	Application link
Provincial Office	<a href="#">Click here</a>

**POSITION NO 14: EPWP: ADMIN CLERK [COMMUNICATIONS: GRAPHIC DESIGN] = 1 POSITION**

**MONTHLY STIPEND: R4 121.76**

**CENTRES:** Provincial Office

**REQUIREMENTS:**

**A) Qualifications and Competencies**

- Grade 12 certificate [Matric] plus National Diploma/ Degree in Graphics Design or related qualification.

**B) Knowledge and Skills**

- Be creative, adaptable to trends and conceptualize original ideas. Have a strong, well-rounded portfolio that showcases your individual design aesthetic.
- Good communication skills to accurately convey your concepts to clients and team members.
- Be a skilled user of design software such as Adobe Illustrator, Photoshop and InDesign.
- Have an active interest in art/design and passionate about the work you deliver.

*N.N.*

**ADVERTISEMENT OF EXPANDED PUBLIC WORKS PROGRAMME [EPWP] POSITIONS IN THE DEPARTMENT OF HEALTH UP TO 31 MARCH 2027**

**KEY PERFORMANCE AREAS:**

- Using graphic techniques to create drafts.
- Producing logos, banners, and interfaces.
- Pitching creative concepts.
- Collaborating with the team to launch projects.
- Using feedback from other designers to improve.
- Creating original designs for print materials such as brochures, posters, business cards, layouts and packaging.
- Developing concepts and creating sketches of new designs
- Applying design principles, such as concept development, color theory, typography, and layout.
- Reviewing and editing content for accuracy and clarity using design software such as Photoshop or Illustrate

INSTITUTION NO. OF POSITIONS	APPLICATION LINK
Provincial Office	<a href="#">Click here</a>

**THE END**

*N.D.*