



INTERNSHIP PROGRAMME FOR THE FINANCIAL YEAR 2017/2018

The Eastern Cape Department of Health (ECDOH) is offering 460 internship opportunities for a period of **(12 months)** to unemployed graduates from Higher Education Institutions, who have completed Degrees or (3 years) National Diplomas, and have not been exposed to Public Service work experience related to the Field of Study that they have completed. This will be a Work-Based Structured approach to Experiential Learning related to an occupation with an aim to acquire competencies in the said Fields. Applicants are hereby invited from suitable qualified candidates to apply.

POSTED ON: 22 May 2017

CLOSING ON: 08 June 2017 at 16:00

Stipend: R5 000 per month

Duration: One Year (12 Months)

INTERNSHIP ADVERT BREAKDOWN ALLOCATION FOR RECRUITMENT OF 460 INTERNS: DURATION OF ONE YEAR (12 MONTHS) 2017/18

1. INTEGRATED HUMAN RESOURCE MANAGEMENT: QUALIFICATIONS REQUIRED - REF. NO.: HRD 01/ 2017

A. Distr.: Total Head Office; Alfred Nzo; Amatole; Cacadu; Chris Hani; Joe Gqabi; NM M: OR Tambo, Buffalo City, Frere, NMAH, Livingstone

SUB-TOTAL:	165	24	14	14	14	15	14	14	17	15	8	8	8
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1.1 Relevant National Diploma/ Degree in HRM (Ref No.: HRD 01/01/2017): Total Required – 90

- ✓ Head Office: 10; Alfred Nzo: 8; Amathole: 8; Cacadu: 8; Chris Hani: 8; Joe Gqabi: 8; NM Metro: 8; OR Tambo: 9
- ✓ ; Buffalo City 8; Frere Hospital 5, Nelson Mandela Academic Hospital 5; Livingstone Hospital 5

1.2 Management of Training (MOT): (Ref No.: HRD 02/01/2017): Total Required - 50

- ✓ Head Office: 8; Alfred Nzo: 4; Amathole: 4; Cacadu: 4; Chris Hani: 5; Joe Gqabi: 4; NM Metro: 4; OR Tambo: 6, Buffalo City: 5 Frere Hospital 2, Nelson Mandela Academic Hospital 2; Livingstone Hospital 2

1.3 Employee Wellness: Bachelor of Social Science/ Social Work (Ref No.: HRD 03/01/2017): Total Required - 10

- ✓ Head Office:2; Alfred Nzo: 1; Amathole: 1; Cacadu: 1; Chris Hani: 1; Joe Gqabi: 1; NM Metro: 1; OR Tambo: 1, Buffalo City: 1

1.4 Labour Relations: (Ref No.: HRD 04/01/2017): Total Required - 15

- ✓ Head Office: 4; Alfred Nzo: 1; Amathole: 1; Cacadu: 1; Chris Hani: 1; Joe Gqabi: 1; NM Metro: 1; OR Tambo: 1; Buffalo City: 1 Frere Hospital 1, Nelson Mandela Academic Hospital 1; Livingstone Hospital 1

2. FINANCIAL MANAGEMENT: QUALIFICATIONS REQUIRED - REF. NO.: HRD 02/ 2017

B. Distr.: Total Head Office; Alfred Nzo; Amathole; Cacadu: Chris Hani; Joe Gqabi: NM M: OR Tambo, Buffalo City, Frere, NMAH, Livingst

SUB-TOTAL:	151	30	12	12	12	13	12	12	15	15	6	6	6
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2.1 Finance Management: (Ref No.: HRD 01/02/2017): Required - 45

- ✓ Head Office: 5; Alfred Nzo: 4; Amathole: 4; Cacadu: 4; Chris Hani: 4; Joe Gqabi: 4; NM Metro: 4; OR Tambo: 5, Buffalo City: 5 Frere Hospital 2, Nelson Mandela Academic Hospital 2; Livingstone Hospital 2

2.2 Cost and Management Accounting: (Ref No.: HRD 02/02/2017): Required - 25

- ✓ Head Office: 3; Alfred Nzo: 2; Amathole: 2; Cacadu: 2; Chris Hani: 3; Joe Gqabi: 2; NM Metro: 2; OR Tambo: 2, Buffalo City: 3 Frere Hospital 1, Nelson Mandela Academic Hospital 1; Livingstone Hospital 1

2.3 Relevant B. Com/ Finance & Accounting: (Ref No.: HRD 03/02/2017): Required - 25

- ✓ Head Office: 6; Alfred Nzo: 2; Amathole: 2; Cacadu: 2; Chris Hani: 2; Joe Gqabi: 2; NM Metro: 2; OR Tambo: 2, Buffalo City: 2 Frere Hospital 1, Nelson Mandela Academic Hospital 1; Livingstone Hospital 1

2.4 ND: Supply Chain Mangt/Public management/ Inventory Asset Mangt/ Logistic Mangt: (Ref No.: HRD 06/02/2017): Required - 35

- ✓ Head Office: 6; Alfred Nzo: 3; Amathole: 3; Cacadu: 3; Chris Hani: 3; Joe Gqabi: 3; NM Metro: 3; OR Tambo: 4; Buffalo City: 4 Frere Hospital 1, Nelson Mandela Academic Hospital 1; Livingstone Hospital 1

2.5 ND: Internal Auditing / Risk Management: (Ref No.: HRD 07/02/2017): Required - 21

- ✓ Head Office: 10; Alfred Nzo: 1; Amathole: 1; Cacadu: 1; Chris Hani: 1; Joe Gqabi: 1; NM Metro: 1; OR Tambo: 1; Buffalo City: 1 Frere Hospital 1, Nelson Mandela Academic Hospital 1; Livingstone Hospital 1

3. OTHER FIELD OF STUDIES: QUALIFICATIONS REQUIRED: REF. NO.: HRD 03/ 2017

C. Distr.: Total Head Office; Alfred Nzo; Amathole; Cacadu: Chris Hani; Joe Gqabi: NM M: OR Tambo, Buffalo City, Frere, NMAH, Livingst

SUB-TOTAL:	144	57	8	8	9	9	8	8	10	9	6	6	6
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3.1 ND: or Degree in Public Admin: (Ref No.: HRD 01/03/2017): Required - 15

- ✓ Head Office: 4; Alfred Nzo: 1; Amathole: 1; Cacadu: 1; Chris Hani: 1; Joe Gqabi: 1; NM Metro: 1; OR Tambo: 1; Buffalo City: 1 Frere Hospital 1, Nelson Mandela Academic Hospital 1; Livingstone Hospital 1

3.2 Degree in LLB: (Ref No.: HRD 03/03/2017): Required - 5

- ✓ Head Office: 5

3.3 ND/Degree in Office Admin/ OMT /Management Assistant: (Ref No.: HRD 04/03/2017): Required - 60

- ✓ Head Office: 23; Alfred Nzo: 3; Amathole: 3; Cacadu: 4; Chris Hani: 4; Joe Gqabi: 3; NM Metro: 3; OR Tambo: 4; Buffalo City: 4; Frere Hospital 3, Nelson Mandela Academic Hospital 3; Livingstone Hospital 3

3.4 Relevant Diploma/Degree in IT: (Ref No.: HRD 05/03/2017): Required – 39

- ✓ Head Office: 12; Alfred Nzo: 3; Amathole: 3; Cacadu:3; Chris Hani: 3; Joe Gqabi: 3; NM Metro: 3; OR Tambo: 3; Buffalo City: 3 Frere Hospital 1, Nelson Mandela Academic Hospital 1; Livingstone Hospital 1

3.5 ND: DOCUMENT MANAGEMENT: (Ref No.: HRD 06/03/2017): Required – 15

- ✓ Head Office: 3; Alfred Nzo: 1; Amathole: 1; Cacadu: 1; Chris Hani: 1; Joe Gqabi: 1; NM Metro: 1; OR Tambo: 2; Buffalo City: 1 Frere Hospital 1, Nelson Mandela Academic Hospital 1; Livingstone Hospital 1

3.6 Communications/ Media/ Journalism/ Graphic Design: (Ref No.: HRD 09/03/2017): Required - 3

- ✓ Head Office: 7

3.7 Public Relations: (Ref No.: HRD 10/03/2017): Required - 3

- ✓ Head Office: 3

A. Distribution

	Total	Head Office	Alfred Nzo;	Amathole	Cacadu	Chris Hani	Joe Gqabi	NMM	OR Tambo	Buffalo City	Frere	NMAH	Livingstone Hospital
GRAND TOTAL INTERNS	460	111	34	34	35	37	34	34	42	39	20	20	20

Special Note:

- Applicants who have already participated in any Government Internships Programme will not be considered and if it is found that this was the case after appointment, the contract will be terminated with immediate effect
- The EC Department of Health is committed to the achievement and maintenance of diversity and equity in employment, especially of Race, Gender and Disability
- People living with Disability will be prioritized if they meet requirements
- Applications must be submitted on a signed Z83 form, obtainable from any Public Service Department and must be accompanied by a comprehensive CV and certified copies of qualifications, academic record and identity document. Failure to provide required documents will disqualify applicants
- Applicant must clearly indicate the reference number on the Z83 Form.
- Separate applications should be submitted for each study field of interest
- Unless indicate otherwise, the Internship Opportunities are based in Districts and Sub-District Offices; Hospital Complexes; Regional Hospitals; Health Facilities and in Head Office (Bhisho)
- It is the applicants responsibility to have the qualifications evaluated by the South African Qualities Authority (SAQA) as qualifications will be submitted for verification
- Communication/ correspondence will be limited to short listed candidates only.
- If you have not been contacted within 2 months of the closing date of this advertisement, please accept that your application was unsuccessful.
- Candidates must be 35 years of age and below and must be residents of the Eastern Cape (Attach current less than 3 months proof of residence)
- Failure to provide required documents will disqualify applicants
- No faxed, scanned and emailed documents will be accepted
- No late applications will be considered

Please forward applications, quoting the relevant Reference Number and the District Name Area to: The Superintendent-General; Eastern Cape Department of Health; CD: HRD – / Section: Learnerships and Internships, writing the Address where you wish to undertake Internship for attention of a Contact Person in a District where you apply. No faxed or emailed applications will be considered.

Institution	Head Office	Alfred Nzo	Buffalo City	Amathole	Sarah Baartman	Chris Hani	Joe Gqabi	NM METRO	OR Tambo
Enquiries	Mr. S. L. Siswana & Ms Makonco VP	Mrs. Mbobo BN	Ms. N. Jukuju	Mr. Mene	Ms. N. Wayiza	Mrs. Shweni PN	Mr. Kometsi LL	Mrs. Dubase Z/ Ms. Adams	Mr. Duntsula FN
Contact No.	040-608 1523/21	039-797 6082 060 557 9756	043-722 7102	043-707 6700 060 563 1247	041-408 8514/ 041-408 8147	045-807 1100 045-807 1177 060 563 1233	051-633 9630 060 557 9591	041-391 8106 060 583 5691	047-502 9033 073 160 9186
Physical Address	Office No.: 02 First Floor, Unathi House, Bhisho, 5605,	81 Murray Str. Kokstad, 4700, Office No.: 26 (HRD Unit).	No. 18 Shelford road Woodbrook West Bank East London 5200	19 St. James Rd. Office No.: 05 Ground Floor, Medical Centre Building, Southernwood, 5201,	Room 510 Golden Mile building 5 Downing Street North End 6057	Komani Hospital Ward F Komani 5219	32 Dan Pienaar Str, Springs, Aliwal North, 9750:	DOH: Room B6, Cunnigham Rd. Parsons Hill, 6001,	Office 9-24 Botha Sigcawu Building, Mthatha, 5099
Postal Address	EC Dept. of Health Private Bag X0038, Bhisho, 5605	ECDOH: Alfred Nzo District (HRD Unit) P/ Bag X 3515, Kokstad, 4700	ECDOH: Buffalo City Metro Private Bag X 9015 East London 5200	ECDOH: Amathole District Private Bag X 002 East London 5200	ECDOH: Cacadu District Private Bag X 27667, PE 6057	ECDOH: Chris Hani District Komani P.O Box 1661 Queenstown 5320	ECDOH: Joe Gqabi Distr. Private Bag X 1005 Aliwal North 9750	ECDOH: Nelson Mandela Metro District, P/Bag X 2800, Greenacres, 6057	ECDOH: OR Tambo District Private Bag X 5005, Mthatha, 5099
Institution	Frere Hospital	Nelson Mandela Academic Hospital	Livingstone Hospital						
Enquiries	Mrs. Z. Moyikwa	Mrs. N.S Booi	Mr. G. Naidoo						
Contact No.	08247460 55/07264 05388	0475024509 /4511	041 405 2310/2306						
Physical Address	Room 4.11 4 th Floor Frere Hospital	Nelson Mandela Academic Hospital Level Office No 67/65	Livingstone Hospital Corner of Lindsay &Stanford Road ,Korsten						

Postal Address	P/Bag X 9047 East London 5200	P/ Bag X 5152 Nelson Mandela Hospital Mthatha	P/Bag X 60572 Livingstone Hospital Greenacres 6057						
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