

**CLOSING DATE: 30 NOVEMBER 2018**

NOTE: Applications must be posted on the Z83 Form accompanied by copies of Qualification(s) inclusive of Matric certificate, Identity document (certified within the past three months), Proof of registration, proof of citizenship if not RSA citizen, a comprehensive CV, indicating three reference persons: Name and Contact Numbers, A relationship with reference, Reference checks will be done on nominated candidate(s). Note: Failure to submit these copies will result in the application not being considered. Please do not send any original certificates, diplomas or testimonials. Applicants must note that further Personnel Suitability checks will be conducted on short-listed and that their appointment is subject to the outcome of these checks include security clearance, security vetting, qualification verification and criminal checking. Note that correspondence will only be conducted with the short-listed candidates. If you have not been contacted by the department of Health within three (3) months of the closing date of the advertisement, please accept that your application was unsuccessful. We thank all applicants for their interest. All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by department. Following the interview and the technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS Competency assessments tools. People with disabilities are encouraged to apply for these posts.

ADDITIONAL NOTE: The filling of these posts will be in line with the Annual Recruitment Plan 2018/19. The Eastern Cape Department of Health has the right not to fill these posts. Adverts are placed per district so to accommodate other facilities within the district.

**Applications should be posted to the addresses as indicated below or Hand delivered as indicated below:**  
***Bhisho (Head Office) Post to: HR Office, Department of Health (Head Office) Private Bag X0038, Bhisho, 5605 or Hand delivered to: HR Office Global Life Building (Old Department of Education space), Independence Avenue, Bhisho, 5605***

**POST: DIRECTOR: ENGINEERING & TECHNICAL SUPPORT REF NO: ECHEALTH/DIR/ETS/HO/01/11/2018**  
SALARY: R 1 005 063 – R 1 183 932 per annum (Level 13)  
CENTRE: Head Office, Bisho

REQUIREMENTS: A Bachelor's degree in Civil / Structure /Electrical or Mechanical Engineering at NQF level 7 as recognized by South African Qualification Authority (SAQA) and a Postgraduate qualification in Civil / Structure or Electrical / Mechanical Engineering. Executive Course or Certificate in Infrastructure Delivery Management will be an added advantage Registration as a professional Engineer with Engineering Council of South Africa (ESCA). Minimum of Five (5) years' experience in middle management level coupled with Five (5) years relevant post registration with (ESCA). Experience in Health care engineering. Extensive knowledge of Public Service Regulatory Framework. Programme and project management, Engineering, legal and operational compliance. Knowledge in Engineering design, analysis, Research and Development and Computer-aided engineering. Technical consulting and management skills. Proven leadership, strategic management and financial management Excellent administrative, coordination and organizational skills. Good communication skills (Verbal and written), report writing and presentation skills. Computer literate. Valid Driver's license.

DUTIES: To provide for the effective and efficient management of the maintenance of Health Facilities, laundries, utilities, other infrastructure and the related technical support services that sustain an enabling environment for healthcare delivery in a cost effective manner. Manage the maintenance of health facilities, utilities and infrastructure. Manage the provision of professional engineering services and providing support to the Chief Directorate and Health Facilities. Manage the provision of linen and laundry services to Health Facilities. Manage the acquisition and development of maintenance resources. Compliance of the provisions of the occupational Health and Safety Act (OHS) related to equipment and effective waste management. Management healthcare infrastructure risk and quality improvement programme. Management of the finances as Programme Manager for the Directorate. Strategic Management. Management of the human resources.

Enquiries: Mr M Tuswa 040 608 1170

**POST: CHIEF QUANTITY SURVEYOR: PLANNING REF NO: ECHEALTH/CQS-P/HO/02/11/2018**

SALARY: R 854 154- R 821 052 per annum (OSD)

CENTRE: Head Office, Bisho

**REQUIREMENTS:** Bachelor's Degree in Quantity Surveying at NQF level 7 as recognized by South African Qualification Authority (SAQA). Six (6) years' experience post qualification as a Quantity Surveyor. Registration as Professional Quantity Surveyor with South African Council of Quantity Surveyor Profession (SACQSP). Valid driver's license. Computer Literacy.

**DUTIES:** Perform final review and approvals or audits on quantity survey procedures. Co-ordinate quantity survey efforts and integration across disciplines to ensure seamless integration with current technology Maintain quantity survey operational effectiveness manage the execution of quantity survey strategy through the provision of appropriate structures, systems and resources. Set quantity survey standards, specifications and service levels according to organizational objectives to ensure optimum operational availability. Monitor quantity survey efficiencies according to organizational goals to direct or redirect quantity survey services for the attainment of organizational objectives. Ensure the availability and management of funds to meet the MTEF objectives within the quantity survey environment/services. Manage the operational capital project portfolio for the operation to ensure effective resourcing according to organizational needs and objectives; Manage the commercial added value of the discipline-related programmes and projects; Facilitate the compilation of innovation proposals to ensure validity and adherence to organizational principles. Allocate, monitor, control expenditure according to budget to ensure efficient cash flow management.: Allocate, monitor and control resources Compile risk logs (database) and manage significant risk according to sound risk management practice and organizational requirements Provide technical specialist services for the operation of quantity survey related matters to minimize possible risks. Manage and implement knowledge sharing initiatives in support of individual development plans, operational requirements and return on investment. Continuously monitor the exchange and protection of information between operations and individuals to ensure effective knowledge management according to departmental objectives. Manage the development motivation and utilization of human resources for the discipline to ensure competent knowledge base for the continued success of quantity survey services according to organizational needs and requirements.

Enquiries: Mr M Tuswa 040 608 1170

**POST: DEPUTY DIRECTOR: MONITORING & EVALUATION/INFRASTRUCTURE REF NO: ECHEALTH/DD/ME/HO/03/11/2018**

SALARY: R 697 011-821 052 per annum (Level 11)

CENTRE: Head Office, Bisho

**REQUIREMENTS:** A Bachelor's degree or National Diploma in Monitoring and Evaluation at NQF level 7.as recognized by South African Qualification Authority (SAQA). Minimum of three (3) years' experience of the health system, standards, management practices, Monitoring & Evaluation systems, and provincial infrastructure delivery systems of which two (2) years must be at Assistant Director Level. Ability to interact at high level while maintaining sound interpersonal relations. Presentation skills, knowledge and practical experience on Microsoft Office. Well-developed co-ordination skills and report writing. Knowledge of government prescripts and legislations. Valid driver's license. Computer Literate.

**DUTIES:** To initiate, lead, coordinate, report and manage the monitoring and evaluation of all activities required to successfully implement the infrastructure and related technical support services portfolio of the Department. Strategic alignment of infrastructure projects and related technical support services. Infrastructure inputs and reporting. Establish norms and benchmarks for monitoring and evaluation of infrastructure and related technical support programme and projects. Programme and Project performance measurement.

Enquiries: Mr M Tuswa 040 608 1170

**POST: DEPUTY DIRECTOR: INSTITUTIONAL IMPROVEMENT REF NO: ECHEALTH/DD/IIMPR/HO/04/11/2018**

SALARY: R 697 011- 821 052 per annum per annum (Level 11)

CENTRE: Head Office Bisho

**REQUIREMENTS:** A Bachelor's degree in Health Sciences at NQF level 7 as recognized by South African Qualification Authority (SAQA). Professional Registration with Health Profession Council of South Africa (HPCSA)

Valid driver's license. Computer literacy. Minimum of three (3) years' experience of the health system, standards, management practices, Institutional Improvement of which two (2) years must be at Assistant Director Level.

**DUTIES:** To provide institutional support to the identified health facilities where infrastructure projects are implemented and charges in the operational health systems are required. Implementation of organizational development strategies aimed towards seamless service delivery during infrastructure project implementation at Health Facilities. Facilitate change management programmes at Health Facilities as part of the delivery of infrastructure. Implementation of quality assurance programmes as part of the delivery of infrastructure. Monitor and report progress with implementation of institutional systems aligned to infrastructure delivery.

Enquiries: Mr M Tuswa 040 608 1170

**POST: ENGINEER REF NO: ECHEALTH/ENG/HO/05/11/2018 (2 POSTS)**

**SALARY:** R 679 338- 728 400 per annum (OSD)

**CENTRE:** Head Office, Bisho

**REQUIREMENTS:** A Bachelor Degree in Engineering and / or equivalent qualification at NQF level 7 as recognized by South African Qualification Authority (SAQA). Registration as a professional Engineer with Engineering Council of South Africa (ECSA). Certificate in Infrastructure Delivery Management System will be an added advantage. Minimum of three (3) years' experience post qualification. Valid drivers' license. Computer literate.

**DUTIES:** Plan, design, operate and maintain engineering projects; Develop cost effective solutions according to standards; Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology; Develop tender specifications; Ensure through evaluation that planning and design by others is done according to sound engineering principles and according to norms and standards and code of practice; and Approve engineering works according to prescribed norms and standards. Ensure training and development of technicians, technologists and candidate engineers to promote skills/knowledge transfer and adherence to sound engineering principles and code of practice. Supervise the engineering work and processes; and Administer performance management and development. Manage resources and prepare and consolidate inputs for the facilitation of resource utilisation; Ensure adherence to regulations and procedures for procurement and personnel administration; Monitor and control expenditure; and Report on expenditure and service delivery. Continuous professional development to keep up with new technologies and procedures. Research/literature studies on engineering technology to improve expertise and liaise with relevant bodies/councils on engineering-related matters.

Enquiries: Mr M Tuswa 040 608 1170

**POST: CONSTRUCTION PROJECT MANAGER ECHEALTH/CPM/HO/06/11/2018**

**SALARY:** R 679 338 - R728 400 per annum (OSD)

**CENTRE:** Head Office Bisho

**REQUIREMENTS:** National Diploma (Built Environment field) at NQF level 6 as recognized by South African Qualification Authority (SAQA) with a minimum of 4 years and six months certified experience. BTech (Built Environment field) with a minimum of 4 years certified managerial experience. Honours degree in any Built Environment field with a minimum of 3 years' experience. Valid driver's license. Compulsory registration with the SACPCMP as a Professional Construction Project Manager. Computer Literate.

**DUTIES:** Manage and co-ordinate all aspects of projects. Guide the project planning, implementation, monitoring, reporting and evaluation in line with project management methodology; Create and execute project work plans and revise as appropriate to meet changing needs and requirements. Identify resources needed and assign individual responsibilities. Manage day-to-day operational aspects of a project and scope and effectively apply methodology and enforce project standards to minimize risk on projects. Project accounting and financial management Report project progress to Chief Construction Project Manager; and Manage project budget and resources; Office administration. Provide inputs to other professionals with tender administration. Liaise and interact with service providers, client and management; contribute to the human resources and related activities; maintain the record management system and the architectural library; and utilize resources allocated effectively. Research and development. Keep up with new technologies and procedures; Research/literature on new developments on project management methodologies and Liaise with relevant bodies/councils on project management.

Enquiries: Mr M Tuswa 040 608 1170

**POST: ARCHITECT REF NO: ECHEALTH/ARCT/HO/07/11/2018**

SALARY: R 585 366 – R 630 597 per annum (OSD)

CENTRE: Head Office, Bisho

**REQUIREMENTS:** A Bachelor's Degree in Architecture or relevant qualification at NQF level 7 as recognized by South African Qualification Authority (SAQA Three (3) years post qualification architectural experience required. Computer Literate. Valid driver's license. Registration as a Professional Architect with SACAP.

**DUTIES:** Perform architectural activities on state-owned or leased buildings, structures or facilities.co-ordinate professional teams on all aspects regarding architecture; ensure adherence and compliance to legal, safety and health requirements. Provide architectural advice and technical support in the evaluation of solutions. ensure the adoption of technical and quality strategies; develop architectural related policies, methods and practices; provide solution on non-compliance and failure of designs; review plans, drawings, specifications, and estimates accomplished by building designers and/or sub-professional personnel; and ensure adherence to the requirements of professional registration .Mentor and train candidate architects and related technical and administrative personnel to promote skills/knowledge transfer and adherence to sound architectural principles and code of practice. Supervise architectural work and processes Administer Performance management and development. Manage resources, prepare and consolidate inputs for the facilitation of resource utilisation. Ensure adherence to regulations and procedures for procurement SCM and human resource administration; Monitor and control expenditure; Report on expenditure and service delivery. Continuous professional development to keep up with new technologies and procedures; Research/literature studies on architecture to improve expertise; liaise with relevant bodies/councils on architectural-related matters

Enquiries: Mr M Tuswa 040 608 1170

**POST: CANDIDATE ARCHITECT: DELIVERY REF NO: ECHEALTH/CA-D/HO/08/11/2018**

SALARY: R 506 682- R 537 789 per annum (OSD)

CENTRE: Head Office, Bisho

**REQUIREMENTS:** A Bachelor's Degree in Architecture or relevant qualification at NQF level 7 as recognized by South African Qualification Authority (SAQA. Valid driver's license. Registration with SACAP as an Architect in training is compulsory upon appointment. No previous experience required

**DUTIES:** Perform architectural activities on state-owned or leased buildings, structures or facilities:-adhere to legal, safety and health requirements provide technical support; contribute to the development of architectural related policies, methods and practices; and contribute to the review of plans, drawings, specifications, and estimates accomplished by building designers and/or sub-professional personnel. Provide assistance with tender (bid) administration; liaise and interact with service providers; contribute to the human resources and related activities; maintain the record management system and the architectural library Report on service delivery regularly; and utilise resources allocated effectively. Keep up with new technologies and procedures Research/literature on new architectural and construction material, techniques, and methods. Liaise with relevant bodies/councils on architectural-related matters; and Follow approved programme of development for registration purposes

Enquiries: Mr M Tuswa 040 608 1170

**POST: CANDIDATE QUANTITY SURVEYOR: DELIVERY REF NO: ECHEALTH/CQC-D/HO/09/11/2018**

SALARY: R 506 682 - R537 789 per annum (OSD)

CENTRE: Head Office, Bisho

**REQUIREMENTS:** A Bachelor's Degree in Quantity Survey or relevant qualification at NQF level 7 as recognized by South African Qualification Authority (SAQA valid driver's license. Registration with SACQSP as a candidate is compulsory upon appointment. No experience required

**DUTIES:** Perform quantity surveying activities on project plans, structures or facilities under the supervision of a quantity surveyor. Adhere to building standards to ensure safety and health requirements. Provide technical support, contribute to the development of quantity survey related policies, methods and practices and contribute to the cost determinations of projects and estimates accomplished by building designers and/or sub-professional personnel. Provide assistance with tender (bid) administration. Liaise and interact with service providers; contribute to the human resources and related activities. Maintain the record management system and the quantity survey library and utilise resources allocated effectively. Keep up with new technologies and procedures;

Research/literature on new quantity survey and construction material, techniques, and methods. Liaise with relevant bodies/councils on quantity survey related matters and follow approved programme of development for registration purposes.

Enquiries: Mr M Tuswa 040 608 1170

**POST: CONTROL ENGINEERING TECHNICIAN REF NO: ECHEALTH/CET/HO/10/11/2018**

SALARY: R 422 139 - R482 676 per annum (OSD)

CENTRE: Head Office, Bisho

**REQUIREMENTS:** Bachelor of Technology in Engineering (B Tech) or relevant qualification at NQF level 7 as recognized by South African Qualification Authority (SAQA) with Six years post experience in Engineering Technology. Valid driver's license. Compulsory registration with ECSA as an Engineering Technologist.

**DUTIES:** Manage technical services: Manage technical services and support in conjunction with Engineers, Technologists and associates in field, workshop and technical office activities Ensure the promotion of safety in line with statutory and regulatory requirements; Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology; and Ensure quality assurance of technical designs with specifications and authorize/make recommendations for approval by the relevant authority. (b) Manage administrative and related functions. Provide inputs into the budgeting process; Compile and submit reports as required; Provide and consolidate inputs to the technical/engineering operational plan; Ensure the development, implementation and maintenance databases; and Manage, supervise and control technical and related personnel and assets (c) Research and development: Continuous professional development to keep up with new technologies and procedures Research/literature studies on technical engineering technology to improve expertise; and To liaise with relevant bodies/councils on engineering-related matters.

Enquiries: Mr M Tuswa 040 608 1170

**POST: CHIEF WORKS INSPECTOR: OCCUPATIONAL HEALTH AND SAFETY REF NO: ECHEALTH/CWI-OHS/HO/11/11/2018**

SALARY: R 299 709 - R353 043 per annum (Level 8)

CENTRE: Head Office, Bisho

**REQUIREMENTS:** National Diploma in Building, Mechanical or Electrical or Equivalent at NQF level 7 as recognized by South African Qualification Authority (SAQA) or N3 with passed trade test or National Diploma in Engineering. Three (3) year's work experience post qualification as Chief Work Inspector (OHS). Knowledge and ability to supervise contractors. Valid drivers' license. Computer Literate.

**DUTIES:** To manage the design and implementation of inspections of buildings and machinery to validate compliance with Occupational Health and Safety Requirements. Maintain compliance with the Occupational Health & Safety (OHS) Act at all Health Facilities. Remedial Plans. OHS Training. Occupational Health and Safety Committees.

Enquiries: Mr M Tuswa 040 608 1170

**POST: CHIEF WORKS INSPECTOR: MAINTENANCE REF NO: ECHEALTH/CWI/HO/12/11/2018 (2 POSTS)**

SALARY: R 299 709-353 043 per annum (Level 8)

CENTRE: Head Office, Bisho

**REQUIREMENTS:** National Diploma in Building or Mechanical or Electrical or National Diploma in Engineering at NQF level 7 as recognized by South African Qualification Authority (SAQA) or N3 with passed trade test or National Diploma in Engineering. Three (3) to five (5) years' experience post qualification. Valid drivers' license. Computer Literate.

**DUTIES.** Develop bill of quantities. Develop proposals on associated costs. Implement inspections on all building projects facilities and resolve technical problem. Implement condition assessments. Manage people and finances. Manage planned and unplanned maintenance projects in order to ascertain that they progress according to plan and specifications. Compile progress payment certificates on all in house projects .Administer maintenance and capital works projects. Travel to sites on a regular basis for quality control inspections. Conduct condition assessments of provisionally state owned assets. Prepare/Check tender documentation and adjudication of same. Prepare estimates and call for quotations for work done. Be prepared to travel and work overnight within the district.

Monitor performance and management of multi-disciplinary consultants/contracts in terms of time, cost, quality and socio- economic objectives. Compile specifications for in-house projects.

Enquiries: Mr M Tuswa 040 608 1170

**POST: INFRASTRUCTURE PROGRAMME ADMINISTRATOR REF NO: ECHEALTH/IPA/HO/13/11/2018**

SALARY: R 299 709 - R353 043 per annum (Level 8)

CENTRE: Head Office Bisho

REQUIREMENTS: A Bachelor's degree in Public Administration or equivalent qualification at NQF level 7 as recognized by South African Qualification Authority (SAQA). Minimum of four (4) years' relevant experience. A good understanding of the Public Service Regulatory framework. Good interpersonal skills. Ability to work under pressure. Computer literate. Valid drivers' license.

DUTIES: To provide infrastructure administrative, project management and information collection, analysis and capturing support to the infrastructure Programme Managers and the Chief Infrastructure Programme Managers. Administrative programme and project support with the planning, implementation and monitoring of the capital and maintenance sub programmes and projects. Projects / Programme Management systems updated with credited data and information. Administrative system and procedures. General administrative support. Human Resources and Financial Administrative.

Enquiries: Mr M Tuswa 040 608 1170

**POST: WORK INSPECTOR: OCCUPATIONAL HEALTH AND SAFETY REF NO: ECHEALTH/WI-OHS/HO/14/11/2018 (2 POSTS)**

SALARY: R 242 475- 285 630 per annum per annum (Level 7)

CENTRE: Head Office Bisho

REQUIREMENTS: A National Diploma in Mechanical/ Building or Engineering stream at NQF level 7 as recognized by South African Qualification Authority (SAQA) or a N3 and a passed Trade Test Certificate. Ability to read, interpret drawings, layouts and specifications. Computer Literate A valid driver's license

DUTIES: To implement inspections on compliance with the OHS legislation in terms of machinery or buildings at all Health Facilities and assist with the development and implementation of remedial plans. Conduct condition assessments to determine compliance with relevant registration. Diagnose and analyse problems on built environment. Implement solutions on any built environment related challenges Carry out inspections on a continuous basis to ensure that work is performed according to the set standards. Trace defects in equipment. Inform on serviceable and or unserviceable equipment.

Enquiries: Mr M Tuswa 040 608 1170