



LIMPOPO
PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF
HEALTH

REF: S4/1/1
ENQ: MASELESELE LM
TEL: 015 293 6666

TO: ALL GOVERNMENT DEPARTMENTS

DEPARTMENTAL CIRCULAR NO. ...12..... OF 2022

ADVERTISEMENT OF NINE (9) MONTHS CONTRACT POSITIONS OF DATA CAPTURERS [VACCINATION ROLL-OUT] IN RESPONSE TO COVID-19 PANDEMIC

1. The contract appointments are for a period of nine (9) months.
2. Applicants should be willing to be deployed to another site as and when the need arises.
3. Applicants should include a fully completed **new** Z83 form, highest qualification certificate and should be addressed to the District Executive Managers of the Districts as per the attached address list.
4. Short listed candidates will be required to come for an interview, at which time, certified copies of all relevant qualifications and copy of ID must be submitted.
5. The Department reserves the right not to fill the posts
6. **The closing date for applications is**

14 April 2022

General enquires about advertised posts should be directed to Mr Ngobeni TM at 015 293 6423 / Ms Mompei MM / Ms Sebake RL at 015 293 6126 during office hours.

HEAD OF DEPARTMENT: HEALTH

31/03/2022

DATE

POSITION: DATA CAPTURERS [COVID-19 VACCINATION ROLL-OUT] [9 MONTHS CONTRACT] [LEVEL 4] = 125 POSITIONS

SALARY NOTCH: R147 459.00 p.a. plus 37% in lieu of benefits

CENTRES: Capricorn District [28], Mopani District [25], Sekhukhune District [25], Vhembe District [29], Waterberg District [18]

REQUIREMENTS: A) Qualifications and Competencies

- Matric / Grade 12 or equivalent at NQF level 4.

B) Knowledge and Skills

- Ability to analyse and interpret data
- Computer Literacy (Ms Word & Excel)
- Experience of health care programmes data capturing will be an added advantage.

KEY PERFORMANCE AREAS:

- Collect vaccination data daily
- Capturing on the Electronic Vaccination Data System (EVDS)
- Retrieve and analyse captured information daily
- Ensure that daily reports are verified and validated
- Capture information on other data collection tools as and when required.
- Compile and submit daily vaccination site reports using relevant reporting tools
- Safekeeping of information
- Render general administrative functions
- Perform any other duties as directed from time to time

ADDRESS LIST		
DISTRICT	TEL NO	ADDRESS
Capricorn District	015 290 9000	Private Bag X9530 POLOKWANE 0700
Mopani District	015 811 6500	Private Bag X 628 GIYANI 0826
Sekhukhune District	015 633 2300	Private Bag X 04 CHUENESPOORT 0745
Vhembe District	015 962 1000	Private Bag x 5009 THOHOYANDOU 0950
Waterberg District	014 718 0600	Private Bag X1026 MODIMOLLE 0510