



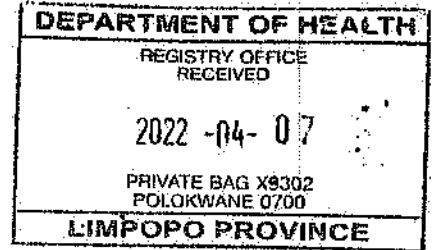
LIMPOPO
PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF
HEALTH

REF: S4/1/1

ENQ: MASELESELE LM

TEL: 015 293 6666



TO: ALL QUALIFYING APPLICANTS FOR EPWP POSITIONS

DEPARTMENTAL CIRCULAR NO **15** OF 2022

ADVERTISEMENT OF (TEN) 10 MONTHS POSITIONS FOR EXPANDED PUBLIC WORKS PROGRAMME IN THE DEPARTMENT OF HEALTH

1. Applicants are hereby invited from suitable qualified candidates for EPWP Work Opportunities
2. Applications should be submitted on the new Z83 obtainable from any government institutions and must be accompanied by certified copies of required qualifications, Identity document and comprehensive CV.
3. Applications should be addressed to the relevant center where the position is advertised as per the address list provided.
4. Applicants should complete separate application form where more than one position are applied for. Correspondence will be entered into with shortlisted candidates only. Faxed or emailed applications will not be considered.
5. People with disabilities are encouraged to apply.
6. Applicants responding to this circular should quote circular number and position number as reference on the Z83 application form.
7. The closing date for the applications will be 22 April 2022



HEAD OF DEPARTMENT: HEALTH

30/03/2022

DATE

POSITION NO. 1: ADMIN ASSISTANT: PROJECT MANAGEMENT INFORMATION SYSTEM (PMIS) DATA MINING AND ANALYSIS & EXPANDED PUBLIC WORKS PROGRAMME REPORTING SYSTEM (EPWP-RS) (4 POSITIONS)

MONTHLY STIPEND: R3 000 - 00

CENTRES: PROVINCIAL OFFICE (Infrastructure Management Chief Directorate)

REQUIREMENTS: (A) Qualifications and Competencies

- A minimum of Grade 12/ Senior Certificate or equivalent qualification.
- An appropriate South African Qualification (SAQA) recognized qualification: A certificate/ Diploma or Degree in Information Technology/ Administration/ or Statistical Information Science, will be an added advantage.
- Experience in Office Management, Data Mining, Capturing & Analysis and Records Management.
- Experience in organisation of data both electronically and physically, research and analysis of data will be an added advantage.
- Extensive experience in usage of Data Management packages/ Microsoft packages (MS Word, Excel, and Access).

(B) Knowledge and Skills:

- Data Capturing, Office management & Human Resource Management
- Ability to work at a fast pace, **BUT** with attention to detail and accuracy
- Generate system reports when required
- Ensure confidentiality on all collected and stored data
- Excellent administrative and organizational skills
- Computer literacy & Numeracy
- Problem solving, Planning, organising and decision making skills
- Conflict resolution skills and Good Interpersonal Skills
- Ability to speak, read and write English. Any other local language
- The candidate may be expected to undergo a practical test in computer skills as part of the selection process.

KEY PERFORMANCE AREAS:

- On time Data capturing verification and sending reports timeously to the relevant level
- Organize and manage all records and documents in prescribed formats soft copies and files.
- Maintain databases appropriate to the various records, reports and documents.
 - Data capturing and preparation of all databases and monthly reporting
 - Prepare submissions to various offices/ project managers and follow up

POST NO. 2: INFRASTRUCTURE GENERAL WORKER: PLUMBING (15 POSITIONS)

MONTHLY STIPEND: R3 000 - 00

CENTRES: Provincial Office - Infrastructure Management Chief Directorate (2); Pietersburg Hospital (2); Mankweng Hospital (2); Thabamooop Hospital (1); Letaba Hospital (2); St. Ritas Hospital (2); Philadelphia Hospital (2); Thohoyandou Nursing Campus (1); and Modimolle MDR Hospital (1).

REQUIREMENTS:

(A) Qualifications and Competencies

- Junior Certificate / Abet Level 4 Certificate with 1-year experience or Grade 8 with 2 years' experiences in general plumbing.
- Certificate in plumbing works;
- Appropriate competencies in plumbing works
- Basic experience in plumbing (attach reference letter)

(B) Knowledge and Skills:

- Knowledge of OHS Act.
- Knowledge on operation of equipment, tools and materials.
- Knowledge of general built environment. Problem solving, Planning, organising and decision making skills.
- Communication skills
- Ability to work in a team setting
- The candidate may be expected to undergo a practical test in plumbing as part of the selection process.

KEY PERFORMANCE AREAS:

- Maintain and repair technical faults related to plumbing, 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.

**POST NO. 3: INFRASTRUCTURE GENERAL WORKER: HORTICULTURE/ LANDSCAPING/ GARDENING
(29 POSITIONS)**

MONTHLY STIPEND: R3 000 - 00

CENTRES: Provincial Office - Infrastructure Management Chief Directorate (4); RTC (1); Pietersburg Hospital (2); Mankweng Hospital (2); Thabamooopo Hospital (1); Letaba Hospital (2); Sovenga Nursing Campus (2); St. Ritas Hospital (2); Philadelphia Hospital (3); Tshilidzini Hospital (7); Thohoyandou Nursing Campus (1); Mokopane Hospital (3).

REQUIREMENTS: (A) Qualifications and Competencies

- Junior Certificate / Abet Level 4 Certificate with 1-year experience or Grade 8 with 2 years' experiences in general garden maintenance (attach reference letter).
- A minimum of an appropriate recognized qualification in horticulture or landscaping will be an added advantage.
- Basic experience in chain saw work and or working with mowers.

(B) Knowledge and Skills

- Perform general garden maintenance tasks as given by the supervisor.
- Planting, pruning, paving, watering, mowing and tree felling work.
- Remove garden refuse and load onto truck to be transported to dumping site.
- Maintenance of flower beds and weeding etc.
- Able to performed chainsaw or mowing duties when required.
- Problem solving, Planning, organising and decision making, Conflict resolution, Good Interpersonal Skills.
- Ability to speak, read and write English.
- Ability to communicate in any other local language.
- The candidate may be expected to undergo a practical test in horticulture, landscaping & gardening as part of the selection process.

KEY PERFORMANCE AREAS:

- Maintain and repair technical faults related to plumbing, 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.

POST NO. 4: INFRASTRUCTURE GENERAL WORKER: (ELETRICAL) (14 POSITIONS)

MONTHLY STIPEND: R3 000 - 00

CENTRES: Provincial Office - Infrastructure Management Chief Directorate (2); Pietersburg Hospital (2); Mankweng Hospital (2); Letaba Hospital (2); St. Ritas Hospital (1); Philadelphia Hospital (2); Thohoyandou Nursing Campus (1); Mokopane Hospital (1); and Modimolle MDR Hospital (1).

REQUIREMENTS: (A) Qualifications and Competencies

- Junior Certificate / Abet Level 4 Certificate with 1-year experience or Grade 8 with 2 years' experiences in general electrical work.
- Certificate in electrical work;
- Appropriate competencies in electrical work
- Basic experience in electrical work (attach reference letter)

(B) Knowledge and Skills:

- Knowledge of OHS Act.
- Knowledge on operation of equipment, tools and materials.
- Knowledge of general built environment. Problem solving, Planning, organising and decision making skills
- Communication skills
- Ability to work in a team setting
- The candidate may be expected to undergo a practical test in electrical work as part of the selection process.

KEY PERFORMANCE AREAS:

- Maintain and repair technical faults related to electrical work, 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.

POST NO. 5: INFRASTRUCTURE GENERAL WORKER OPERATORS (BOILER) (13 POSITIONS)

MONTHLY STIPEND: R3 000 - 00

CENTRES: Pietersburg Hospital (2); Mankweng Hospital (2); Thabamooopo Hospital (1); Letaba Hospital (2);
St Ritas Hospital (1); Tshilidzini Hospital (2); and Mokopane Hospital (3).

REQUIREMENTS: (A) Qualifications and Competencies

- Junior Certificate / Abet Level 4 Certificate with 1-year experience or Grade 8 with 2 years' experiences in general boiler work.
- Appropriate Competency Certificate as a boiler operator or relevant certificate will be an added advantage;
- Basic experience in boiler operation - attach reference letter.

(B) Knowledge and Skills:

- Knowledge of OHSA Act.
- Knowledge on operation of equipment, tools and materials.
- Knowledge of general built environment. Problem solving, Planning, organising and decision making skills
- Communication skills
- Ability to work in a team setting
- The candidate may be expected to undergo a practical test in boiler operation as part of the selection process.

KEY PERFORMANCE AREAS:

- Maintain and repair technical faults related to Boiler 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.

POST NO. 6: INFRASTRUCTURE GENERAL WORKER OPERATORS (WATER SOFTENING PLANTS) (3 POSITIONS)

MONTHLY STIPEND: R3 000 - 00

CENTRES: Philadelphia Hospital (1); Modimolle MDR Hospital (1); and Mokopane Hospital (1).

REQUIREMENTS: (A) Qualifications and Competencies

- Junior Certificate / Abet Level 4 Certificate with 1-year experience or Grade 8 with 2 years' experiences in general Water Softening Plant work.
- Appropriate Competency Certificate as a Water Softening Plant operator or relevant certificate will be an added advantage;
- Basic experience in boiler operation - attach reference letter.

(B) Knowledge and Skills:

- Knowledge of OHS Act.
- Knowledge on operation of equipment, tools and materials.
- Knowledge of general built environment. Problem solving, Planning, organising and decision making skills
- Communication skills
- Ability to work in a team setting
- The candidate may be expected to undergo a practical test in water softening plant operation as part of the selection process.

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.

POST NO. 7: INFRASTRUCTURE GENERAL WORKER OPERATORS (SEWER PONDS) (2 POSITIONS)

MONTHLY STIPEND: R3 000 - 00

CENTRES: St Ritas Hospital (2).

REQUIREMENTS: (A) Qualifications and Competencies

- Junior Certificate / Abet Level 4 Certificate with 1-year experience or Grade 8 with 2 years' experiences in general Sewer Ponds work.
- Appropriate Competency Certificate as a Sewer Ponds operator or relevant certificate will be an added advantage;
- Basic experience in boiler operation - attach reference letter.

(B) Knowledge and Skills:

- Knowledge of OHS Act.
- Knowledge on operation of equipment, tools and materials.
- Knowledge of general built environment. Problem solving, Planning, organising and decision making skills
- Communication skills
- Ability to work in a team setting
- The candidate may be expected to undergo a practical test in sewer pond operation as part of the selection process.

KEY PERFORMANCE AREAS:

- Maintain and repair technical faults related to Sewer Ponds 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.

ADDRESS LIST

INSTITUTION	TEL NO	ADDRESS
Letaba Hospital	015 303 8200	Private Bag X1430 LETABA 0870
Mankweng Hospital	015 286 1000	Private Bag X1117 SOVENGA 0727
Mokopane Hospital	015 483 4000	Private Bag X 2466 MOKOPANE 0600
Limpopo College of Nursing	015 291 1120	Private Bag X 9538 POLOKWANE 0700
Philadelphia Hospital	013 983 0112	P.O. Box 1 DENILTON 1030
Pietersburg Hospital	015 287 5000	Private Bag X 9316 POLOKWANE 0700
Provincial Office	015 293 6000	Private Bag X 9302 POLOKWANE 0700
St. Rita's Hospital	013 298 1000	Private Bag X 1303 GLEN COWIE 1061
Thabamooopo Hospital	015 632 9000	Private Bag X 37 CHUENESPOORT 0745
Tshilidzini Hospital	015 964 1061	Private Bag X 924 SHAYANDIMA 0945
Waterberg District	0154 718 0600	Private Bag X 1026 MODIMOLLE 0510

NB: APPLICATIONS FOR MDR SHOULD BE DIRECTED TO WATERBERG DISTRICT