



# 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.....13..... OF 2021

### ADVERTISEMENT OF VACANT POSTS IN THE DEPARTMENT OF HEALTH

1. Applications are hereby invited from suitable qualified candidates for vacant posts.
2. Applications should be submitted on the signed Z83 form obtainable from any government institution and must be accompanied by comprehensive CV and certified copies of required qualifications and Identity Document.
3. Applications should be addressed to: The Deputy Director  
Malaria Control  
P O Box 33  
TZANEEN  
0850
4. People with disabilities from disadvantaged communities are encouraged to apply.
5. The closing date for applications is 02 April 2021

NB 1: Applicants should complete separate application forms where more than one post is applied for. Correspondence will be entered into with shortlisted candidates only.

NB 2: The Department of Health is an equal opportunity and Affirmative Action employer.

NB 3: Applicants should indicate the circular number as reference on the Z83 application form.

NB 4: The Department reserves the right not to fill any advertised post / s.

General enquires about advertised posts should be directed to Mr Maselesele LM at 015 293 666 / Mr Ngobeni TM at 015 293 6423 / Ms Mampane NR at 015 293 6426 / Ms Mompei MM at 015 293 6126 during office hours.

HEAD OF DEPARTMENT: HEALTH

10. 03. 2021

DATE

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!*

**POST 1: ENVIRONMENTAL HEALTH PRACTITIONER [ONE YEAR EXTENDABLE CONTRACT] [GRADE 1] = 06 POSTS**

Commencing Salary Notch: R317 976.00 p.a. plus 37% in lieu of benefits

**CENTRES:** Beit Bridge [1], Baphalaborwa [1], Burgersfort [1], Witpoort [1], Ha Makuya [1], Giyani [1]

**REQUIREMENTS:**

**A) Qualifications and Competencies**

- Appropriate qualification that allows registration with the Health Professions Council (HPCSA) as Environmental Health Practitioner.
- Current registration with the Health Professions Council of South Africa [HPCSA] as Environmental Health Practitioner.
- A valid driver's license [Attach Copy].

**B) Knowledge and skills**

- Good Interpersonal relations.
- Good, written, verbal, presentation, facilitation, Planning and organizing skills.
- Accuracy and attention to detail
- Ability to work under pressure and extra unpaid hours
- Ability and willingness to travel
- Consultation and advising
- Good record keeping
- Asset control

**KEY PERFORMANCE AREAS:**

- Visit health facilities to check malaria treatment guidelines, drugs, RDT, and collect malaria EP6 forms
- Conduct Active surveillance
- Trace malaria cases at household level
- Conduct malaria health education sessions
- Perform thin and thick blood smears to asymptomatic patients, contacts and emigrants (epidemiological survey, special survey and mass survey)
- Conduct follow up visits to treated patients
- Notify all positive malaria cases
- Submit malaria EP6 forms to the District Manager to be captured in the malaria information system
- Identify vector mosquitoes breeding sites
- Treat the identified vector mosquitoes breeding sites
- Map identified vector mosquitoes breeding sites
- Lead and mentor Foremen and Surveillance Spray Operators

**POST 2: FOREMAN: SURVEILLANCE [ONE YEAR EXTENDABLE CONTRACT] [LEVEL 4] =12 POSTS**

**Commencing Salary Notch: R145 281 p.a. plus 37% in lieu of benefits**

**CENTRES:** Beit Bridge [2], Collins Chabani [2], Burgersfort [2], Ha Makuya [2], Witpoort [2], Giyani [2]

**REQUIREMENTS:**

**A) Qualifications and Competencies**

- Grade 12 / Matric Certificate or equivalent qualification at NQF level 4.
- A minimum of three (03) years experience in Community Mobilizing
- Experience in community health work
- A valid driver's licence with PDP [Professional Driver's Permit] [Attach copy]

**B) Knowledge and Skills**

- Basic understanding of Malaria Signs and Symptoms, Prevention and Treatment
- Strong Administration and communication skills
- Good report writing skills
- Accuracy and attention to detail
- Facilitation skills
- Ability to work under pressure

**KEY PERFORMANCE AREAS:**

- Provide on-going support to the EHP and the Community.
- Participate in all programme planning, development and review meetings.
- Participate in the planning and strategies to achieve Malaria Elimination.
- To ensure documentation and sharing of malaria surveillance information obtained during support visits.
- To participate in the drafting of daily surveillance programmes.
- Mobilize the community through door to door outreach, including community structures and schools to encourage malaria testing at mobile clinics.
- Mobilize community members to participate in workshops and events for the Malaria Control Programme.
- Ensure IEC materials are well understood by all participants at events.
- Keep updated attendance registers of training sessions
- Conduct community mobilization and sensitization programmes to ensure maximum participation of communities
- Collect and collate / compile monthly, quarterly or and reports and data required information relating to the programme and submit this to the EHP.
- Collect and compile M&E surveillance data, & compile and submit monthly reports to the District Managers.

**POST 3: DATA TYPIST [ONE YEAR EXTENDABLE CONTRACT] [LEVEL 4]= 02 POSTS**

**Commencing Salary Notch: R145 281.00 p.a. plus 37% in lieu of benefits.**

**CENTRE:** Tzaneen

**REQUIREMENTS:**

**A) Qualifications and Competencies**

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

#### **B) Knowledge and Skills**

- Basic computer literacy skills (Ms Word and Excel).
- Office administration skills

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

- Capturing of all Malaria data on the Malaria Information System (MIS)
- File records (hard-copies) in appropriate
- General administrative duties

#### **POST 4: ENTOMOLOGY ASSISTANT [ONE YEAR EXTENDABLE CONTRACT] [LEVEL 4] = 06 POSTS**

**Commencing Salary Notch: R145 281.00 p.a. plus 37% in lieu of benefits.**

**CENTRES:** Tzaneen

#### **REQUIREMENTS:**

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

- Grade 12 / Matric Certificate or equivalent qualification.
- A basic NQF Level 6 BSC or National Diploma in Natural or Biological Sciences e.g. Zoology, Biology, Biochemistry, Medical Technology will be an added advantage
- A valid driver's license [Code B and above][Attach Copy]

##### **B) Knowledge and Skills**

- Ability to work with animals
- Basic knowledge of Malaria
- Basic knowledge of laboratory procedures

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

- Perform basic laboratory tasks e.g. preparation of reagents, running of molecular biology tests
- Cleaning and washing of glassware and equipment
- Assisting in the maintenance of mosquito colonies
- Preparation and packaging of mosquito specimens
- Recording of collected mosquito data.

#### **POST 5: SPRAY OPERATOR [ONE YEAR EXTENDABLE CONTRACT] [LEVEL 3] = 12 POSTS**

**Commencing Salary Notch: R122 595 p.a. plus 37% in lieu of benefits.**

**CENTRE:** Beit Bridge [2], Collins Chabani [2], Burgersfort [2], Ha Makuya [2], Witpoort [2], Giyani [2]

#### **REQUIREMENTS:**

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

- Grade 12 / Matric Certificate or equivalent qualification.

##### **B) Knowledge and Skills**

- Basic reading, writing and calculations skills.

- Physically fit to carry malaria spray can for conducting indoor house spraying. Must be prepared to work with malaria insecticides.

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

- Mixing of insecticides.
- Loading and offloading of goods.
- Assist with moving of client's property in the house and covering of furniture before spraying.
- Cleaning functions at malaria stations (vehicles, cans, buildings & surroundings).
- Undergo training & Spray structures with malaria spray can.
- Complete spray and hut card (SP 1) during spray operations, including limited data capturing.

#### **POST 6: HANDYMAN [ONE YEAR EXTENDABLE CONTRACT] [LEVEL 3] = 02 POSTS**

**Commencing Salary Notch: R122 595 p.a. plus 37% in lieu of benefits.**

**CENTRE:** Tzaneen [Malaria Institute]

#### **REQUIREMENTS: A) Qualifications and Competencies**

- Junior Certificate (Grade 10) or equivalent qualification.
- A valid driver's license will be an added advantage [Attach copy].
- **Inherent requirement of the job:** Ability to use industrial woodwork machinery and electrical power tools etc.

#### **B) Knowledge and Skills**

- Attention to details
- Good Communication skills [written and verbal]
- Good interpersonal relations
- Ability to work under pressure
- Problem solving and Typing skills
- Team work
- Time management
- Ability to meet deadlines

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

- Repair and maintenance tasks
- Do minor electrical and plumbing fixes
- Keep Asset register of tools on the workshop
- Ensure that maintenance tools are in working order at all times
- Cleaning facilities by sweeping and dusting
- Develop and maintain a filing systems for the work done
- Prepare and sign a job card
- Compile daily report and submit to the supervisor
- Interact or liaise with the other Departments on issues related to maintenance
- Provide on-site monitoring and advise to staff members

**POST 7: CLEANER [ONE YEAR EXTENDABLE CONTRACT] = 03 POSTS**

Commencing Salary Package: R102 534 p.a. plus 37% in lieu of benefits

CENTRE: Tzaneen

**REQUIREMENTS:**      **A) Qualifications and Competencies**

- A minimum of ABET

**B) Knowledge and Skills**

- Good communication and customer care skills.

**KEY PERFORMANCE AREAS:**

- Provide cleaning services.
- Keep and maintain cleaning equipment and material safe.

**POST 8: GROUNDSMAN [ONE YEAR EXTENDABLE CONTRACT] [LEVEL 2] = 01 POST**

Commencing Salary Notch: R102 534 p.a. plus 37% in lieu of benefits

CENTRES: Tzaneen [Malaria Institute]

**REQUIREMENTS:**      **A) Qualifications and Competencies**

- Minimum of ABET level 4.
- Experience in gardening and yard cleaning will be an added advantage.
- **Inherent requirement of the job:** Ability to lift heavy weights. Ability to operate machinery (lawnmowers and weed-eaters).

**B) Knowledge and Skills**

- Good Communication Skills
- Good interpersonal relations, written and verbal
- Ability to work under pressure
- Problem solving skills
- Team working skills
- Time management
- Meeting deadlines

**KEY PERFORMANCE AREAS:**

- Repair and minor maintenance tasks
- Able to use a lawn mower, hoe and edging etc.
- Keep Asset register of tools on the workshop
- Ensure that maintenance tools are in working order at all times
- Cleaning facilities by sweeping and dusting
- Develops and maintains a filing systems for the work done
- Prepare and signs a job card

- Compiles daily report and submit to the supervisor
- Interact or liaise with the other Departments in issues related to garden services
- Provide on-site monitoring and advise to staff members