



FREE STATE PROVINCE

# FREE STATE PROVINCIAL GOVERNMENT

*The Free State Provincial Government is an equal opportunity affirmative action employer. It is our intention to promote representativity (race, gender and disability) in the Province through the filling of these posts and candidates whose appointment/promotion/transfer will promote representativity will receive preference.*



## DEPARTMENT OF TREASURY

**Directions to applicants** Applications must be submitted on new form Z.83, obtainable from any Public Service Department and must be accompanied by certified copies of qualifications (**a transcript of results must be attached or subjects should be mentioned in the CV**), identity document, driver's license (if required) and a C.V. Applicants are requested to complete the Z.83 form properly and in full. The department, post name and reference number of the advertised post should be stated on the Z.83. Documents accompanying the C.V. should not be copies of certified copies. Only documents certified by the SAPS or holders of offices as Published by the Minister of Justice in terms of Section 6 of the Justices of the Peace and Commissioners of Oaths Act, 1963 (Act 16 of 1963) who are designated to be commissioners of oaths, will be accepted. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered timeously. No e-mailed or faxed applications will be considered. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA), and must please attach proof of the level of their qualifications after evaluation on all applications. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their application was unsuccessful. Suitable candidates will be subjected to personnel suitability checks (criminal record check, citizenship verification, financial/asset record checks, qualification verification and previous employment verification). The Department reserves the right not to make appointments on the advertised posts.

### **APPLICATIONS FOR THE DEPARTMENT OF FREE STATE PROVINCIAL TREASURY TO BE SUBMITTED TO:**

The Free State Provincial Treasury, Private Bag X 20537, Bloemfontein, 9300. Attention: Mr. I B Pheello, Fidel Castro Building, Tel No: (051) 405 5069 or deliver by hand to Mr. I B Pheello in Room 426(B), 4<sup>th</sup> Floor, Fidel Castro Building, 55 Miriam Makeba Street, Bloemfontein.

**CLOSING DATE:** 23 February 2021

### **EMPLOYEE HEALTH AND WELLNESS PRACTITIONER REFERENCE NO: FSPT 001/21**

**SALARY:** Salary level 7– A basic salary of R 257 508.00 per annum.

**CENTRE:** BLOEMFONTEIN

### **REQUIREMENTS:**

A Degree/National Diploma (NQF 6 or higher) in Human Sciences or equivalent qualification with a minimum of three (3) years' relevant experience. Knowledge of the DPSA Employee Health and Wellness framework, Public Service Act, Treasury Regulations, the Public Finance Management Act, relevant delegations and Public Service Regulations.

### **DUTIES:**

Implement proactive and reactive occupational health and safety (OHS) interventions to ensure a healthy and safe environment in the Department. Facilitate and coordinate the mainstreaming of HIV/AIDS programs within the Department for the prevention, care and support of affected employees. Coordinate Employee Assistance Programmes (EAP) for the wellbeing of all employees in the Department. Conduct research on OHS, HIV/AIDS and EAP in order to provide advice on OHS, HIV/AIDS and EAP trends within the Department. Promote wellness management in the Department to keep a healthy workforce.

### **ENQUIRIES:**

Mr. K K Mangate: (051) 405 5936