



NORTHERN CAPE OFFICE OF THE PREMIER

EMPLOYEE HEALTH AND WELLNESS

POST: Manager: Employee Health and Wellness
SALARY: R733 257 – R863 748.00 per annum
LEVEL: 11
REF NO: MAN/EHWP/2020
CENTRE: Kimberley

Requirements: A registered Clinical Psychologist. The incumbent must have proof of registration with the Health Professions Council of South Africa and have 5 – 10 years experience in Counseling. Knowledge of the Public Service Regulations and Basic Conditions of Employment is essential. Proven skills in research management and presentation will serve as a strong recommendation. The successful candidate will have to maintain a code of confidentiality and be computer literate.

Duties: The successful candidate will manage the rendering of EHWP service relating to Health matters which will include the following: The rendering of a consultation service; the assessment of Health problems (that is: HIV/AIDS, physical, psychological, etc). The referral of cases, when necessary; The monitoring of Occupational Health and Safety matters; Design system that manage Employee Health and Wellness Strategies, Plan, and Policies; Implement evidence based workplace health programmes that promote the well-being of employees; Design information system to track ill-health determinates with corresponding health risk reduction actions; The continued monitoring and follow-up of cases, and the liaison with other stakeholders with the programme.

Enquiries: Mr. B. Thekisho – (053) 838-2469

NOTE: The NC Provincial Government is an equal opportunity affirmative action employer, and women and persons with Disabilities are encouraged to apply. During appointment the Office of the Premier will consider its Employment Equity Plan. Applications must be submitted on form Z83, obtained from any Public Service Department and should be accompanied by certified copies of qualifications as well as a comprehensive CV in order to be considered, failure to comply with these instructions will disqualify applications from being processed. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). **No faxed or emailed applications will be accepted.** All applications should please note that correspondence will be limited to successful candidates only, if you have not been contacted within six (6) weeks after the closing date of this advertisements, please accept that your application was unsuccessful. Please forward the applications for the post quoting the relevant reference number to:

Post to: Executive Manager
Human Resources Management
Private Bag X5016
Kimberley
8300

Or hand deliver: JW Sauer Building
Office of the Premier
Ground Floor (Security)

For attention: Mr.V. Fredericks

Closing date: 18 September 2020