



Senior Employee Health and Wellness Practitioner (CMS10/2025)

Salary: R376 413 per annum

Centre(s): Bisho, Eastern Cape

Requirements:

Degree in Social Work or Honors Degree (NQF8) in Psychology or relevant qualification in the related field. A minimum of two (2) years' experience in Employee Health and Wellness or a related field. Professional registration with the South African Council for Social Service Professions (SACSSP) or Health Professions Council of South Africa (HPCSA). Knowledge of HIV/AIDS National Strategic Plan, DPSA EHW Strategic Framework, Health and behavioural risks in the workplace, Programme implementation, monitoring and evaluation and HR policies and procedures. Ability to work with difficult persons and to recognize and embrace Cultural diversity. Ability to gather and analyze information and to develop and apply policies.

Duties:

Implementation of healthy lifestyle promotion (Supporting sports codes, Nutrition, and fitness programmes). Provide proactive information (Financial wellness, resilience workshops and preparation for retirement). Circulate wellness management articles. Conduct assessments, counselling and referral services to all vulnerable employees. Implement education and awareness sessions on HIV, TB and STI. Coordinate Wellness Champion/Peer Educator meetings. Assist with the facilitation of commemorating World AIDS Day. Implement a Health and Productivity Management programme. Coordinate blood donation services and wellness clinics or health screening. Provide logistical support for any Health and Wellness event. Implementation of Employee Health and Wellness policies and administration. Submit monthly reports on the implementation of Employee Health and Wellness.

Applications: CMS10-2025@dffe.gov.za

Enquiries: Ms N Khumalo
Tel: 012 399 8528

Attention: Human Resource Management

Closing date: 24 February 2025

-
- **ALL APPLICATIONS MUST BE SUBMITTED ON** a signed **new Z83 application form** (*click bold underlined text to download PDF form*) obtainable from any public service department accompanied by a recent detailed curriculum vitae only, to be considered.
 - Shortlisted candidates will be required to submit certified copies of qualifications, senior certificate, identity document and driver's license on or before the day of the interview.
 - **CAPE TOWN, EASTERN CAPE, KWAZULU-NATAL, NORTHERN CAPE, NORTH WEST AND WESTERN CAPE APPLICATIONS MAY BE FORWARDED TO:**
 - The Director-General, Department of Forestry, Fisheries and the Environment. The Director: Integrated Human Resource Management, Private Bag X4390, Cape Town, 8000 or
 - **Hand-delivered to:** 14 Loop Street, Cape Town.
 - Or **can be emailed** to the respective email address quoting the reference number on the subject email.
 - It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA).
 - The National Department Forestry, Fisheries and the Environment, is an equal opportunity, affirmative action employer. Preference may be given to appointable applicants from the underrepresented designated groups in terms of the department's equity plan. Persons with disabilities are encouraged to apply.
 - Correspondence will be limited to successful candidates only.
 - Short-listed candidates will be subjected to screening and security vetting to determine their suitability for employment, including but not limited to: criminal records; citizenship status; credit worthiness; previous employment (reference checks); and qualification verification.
 - Short-listed candidates will be expected to avail themselves at the department's convenience.
 - **ENTRY LEVEL REQUIREMENTS FOR SENIOR MANAGEMENT SERVICE (SMS) POSTS:**
 - In terms of the Directive on Compulsory Capacity Development, Mandatory Training Days and Minimum Entry Requirements for SMS that was introduced on 1 April 2015, a requirement for all applicants for SMS posts from 1 April 2020 is a successful completion of the Senior Management Pre-Entry Programme as endorsed by the National School of Government (NSG) prior to appointment. The course is available at the NSG under the name Certificate for entry into SMS and the full details can be obtained by following the below link: <https://www.thensg.gov.za/training-course/sms-pre-entryprogramme/>
 - Furthermore, shortlisted candidates must provide proof of successful completion of the course.
 - All candidates shortlisted for the posts will be subjected to will be subjected to a technical exercise that intends to test relevant technical elements of the job.
 - Following the interview and the technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment in compliance with the DPSA directive on the implementation of competency-based assessments.
 - The person appointed to this position will be subjected to a security clearance, the signing of a performance agreement and an employment contract.
 - The department reserves the right not to make an appointment.
 - If you have not been contacted within three (03) months after the closing date of the advertisement, please accept that your application was unsuccessful.