



PUBLIC SERVICE VACANCY CIRCULAR

PUBLICATION NO 03 OF 2024

DATE ISSUED 26 JANUARY 2024

1. Introduction

- 1.1 This Circular is, except during December, published on a weekly basis and contains the advertisements of vacant posts and jobs in Public Service departments.
- 1.2 Although the Circular is issued by the Department of Public Service and Administration, the Department is not responsible for the content of the advertisements. Enquiries about an advertisement must be addressed to the relevant advertising department.

2. Directions to candidates

- 2.1 Applications on form Z83 with full particulars of the applicants' training, qualifications, competencies, knowledge and experience (on a separate sheet if necessary or a CV) must be forwarded to the department in which the vacancy/vacancies exist(s). **NB: PROSPECTIVE APPLICANTS MUST PLEASE USE THE NEW Z83 WHICH IS EFFECTIVE AS AT 01 JANUARY 2021.**
- 2.2 Applicants must indicate the reference number of the vacancy in their applications.
- 2.3 Applicants requiring additional information regarding an advertised post must direct their enquiries to the department where the vacancy exists. The Department of Public Service and Administration must not be approached for such information.
- 2.4 It must be ensured that applications reach the relevant advertising departments on or before the applicable closing dates.

3. Directions to departments

- 3.1 The contents of this Circular must be brought to the attention of all employees.
- 3.2 It must be ensured that employees declared in excess are informed of the advertised vacancies. Potential candidates from the excess group must be assisted in applying timeously for vacancies and attending where applicable, interviews.
- 3.3 Where vacancies have been identified to promote representativeness, the provisions of sections 15 (affirmative action measures) and 20 (employment equity plan) of the Employment Equity Act, 1998 should be applied. Advertisements for such vacancies should state that it is intended to promote representativeness through the filling of the vacancy and that the candidature of persons whose transfer/appointment will promote representativeness, will receive preference.
- 3.4 Candidates must be assessed and selected in accordance with the relevant measures that apply to employment in the Public Service.

4 SMS pre-entry certificate

- 4.1 To access the SMS pre-entry certificate course and for further details, please click on the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. For more information regarding the course please visit the NSG website: www.thensg.gov.za.

INDEX

NATIONAL DEPARTMENTS

NATIONAL DEPARTMENTS	ANNEXURE	PAGES
WATER AND SANITATION	A	03 - 10

PROVINCIAL ADMINISTRATIONS

PROVINCIAL ADMINISTRATION	ANNEXURE	PAGES
GAUTENG	B	11 - 41
KWAZULU NATAL	C	42 - 51
NORTHERN CAPE	D	52 - 73

DEPARTMENT OF WATER AND SANITATION

CLOSING DATE : 09 February 2024

NOTE : Interested applicants must submit their applications for employment to the address specified on each post. Applications must be submitted using the newly implemented Z83 form obtainable on the Department of Water and Sanitation's website, under career opportunities or the DPSA website, under vacancies in the Public Service (point 4) and should be accompanied by a comprehensive CV (with full particulars of the applicants' training, qualifications, competencies, knowledge and experience). All required information on the Z83 application form must be provided. Other related documentation such as copies of qualifications, identity document, driver's license etc need not to accompany the application when applying for a post as such documentation must only be produced by shortlisted candidates during the interview date in line with DPSA circular 19 of 2022. With reference to applicants bearing professional or occupational registration, fields provided in Part B of the Z83 must be completed as these fields are regarded as compulsory and such details must also be included in the applicants CV. For posts requiring a driver's license, annotate such details on CV. Failure to complete or disclose all required information will automatically disqualify the applicant. No late applications will be accepted. A SAQA evaluation certificate must accompany foreign qualification/s (only when shortlisted). Applications that do not comply with the above-mentioned requirements will not be considered. Candidates will be required to complete a financial disclosure form and undergo a security clearance. Foreigners or dual citizenship holders must provide a police clearance certificate from country of origin (only when shortlisted). The Department of Water Sanitation is an equal opportunity employer. In the filling of vacant posts, the objectives of section 195 (1) (i) of the Constitution of South Africa, 1996 (Act No: 108 of 1996) the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act No: 55 of 1998) and relevant Human Resources policies of the Department will be taken into consideration. Correspondence will be limited to short-listed candidates only. If you do not hear from us within three (3) months of this advertisement, please accept that your application has been unsuccessful. Faxed or emailed applications will not be considered. The department reserves the right not to fill these positions. Women and persons with disabilities are encouraged to apply and preference will be given to the EE Targets.

OTHER POSTS

POST 03/01 : **SCIENTIST MANAGER GRADE A REF NO: 090224/01**
Branch: Infrastructure Management: Head Office
Dir: Environmental Impact Monitoring

SALARY : R990 747 per annum, (all-inclusive OSD salary package)

CENTRE : Pretoria Head Office

REQUIREMENTS : MSc Degree in Applied Geology / Geological Sciences or relevant science qualification. Six (6) years post BSc Natural Scientific experience. Compulsory registration with SACNASP as a Professional Natural Scientist. Experience in the following fields will serve as an advantage: Engineering Geology, Soil Mechanics and Rock Mechanics. The disclosure of a valid unexpired driver's license. Working knowledge in National Water Act, 1998 (Act No 36 of 1998), Dam Safety Regulations, 2012 (No. 35062) and related policies. Computer literacy. Working knowledge of relevant Engineering Geological, Geotechnical Engineering legislation and related policies. Knowledge of PFMA. Knowledge of Occupational Health and Safety Act. Ability to review technical and scientific reports and provide recommendations. Technical report writing skills. Ability to provide technical and scientific support to Department of Water and Sanitation (DWS) units and other government departments. Professional Judgment. Good communication, presentation, and networking skills. People management and mentoring of candidate scientists. Planning, organizing, conflict management and change management. Excellent problem solving and analysis. The ability to work

- independently, to interact with communities, Professional Service Providers (PSPs) and planning partners in the water sector. Knowledge of programme and project management. Working knowledge of research and development. Computer aided scientist applications. Creation of high-performance culture. Sound administrative skills and a demonstrated commitment to service delivery. Willingness to travel extensively all over the country and work irregular hours.
- DUTIES** :
- Leadership and management of sub-directorate geotechnical and geological services. Provision of geological services towards the development, maintenance, rehabilitation, and refurbishment of bulk water infrastructure projects. This includes amongst others, the development, supervision, and management of geological and geotechnical investigation programmes at various construction phases and the development of Tender documentation, financial proposals, and Terms of References. Management of soil and rock laboratory testing programmes for earth and concrete dams, dam construction materials and problem soils. Knowledge of codes of practice for development on problem soils and dolomitic land for water infrastructure. Development, management and supervision of foundation and material investigation programmes and reports for the design and construction of Category II and III dams, sourcing of construction materials and modelling probabilities of failure in slopes, embankments, and reservoirs. Professional Team Member as per Dam Safety Regulations for geological requirements in Category II and III dams. Compilation of Environmental Management Programmes for geotechnical investigations. Provide technical inputs to DWS civil engineering projects. Provide technical support to regional and cluster offices on projects. Represent the Department in various fora including participation in the technical committee meetings for projects. Assist in the management of PSPs where required. Attend meetings and manage conflict among various stakeholders during the implementation of geological and geotechnical projects.
- ENQUIRIES** :
- APPLICATIONS** :
- Dr J Maluleke Tel No: (012) 336 8875
- Head Office (Pretoria): Please forward your application quoting the relevant reference number to the Department of Water and Sanitation, Private Bag X350, Pretoria, 0001 or hand deliver to Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001.
- FOR ATTENTION** :
- Planning, Recruitment and Selection Unit
- POST 03/02** :
- ENGINEER: PRODUCTION GRADE A – C REF NO: 090224/03**
 Branch: Provincial Operation and International Cooperation: Free State
 Dir: Water Services Infrastructure Development and Refurbishment
- SALARY** :
- R795 147 – R1 197 978 per annum, (all-inclusive OSD salary package), (offer will be based on proven years of experience)
- CENTRE** :
- REQUIREMENTS** :
- Bloemfontein
- Degree in Engineering (B Eng/ BSc Eng) or relevant qualification in Engineering. Three (3) years post qualification technical (Engineering) experience. Compulsory registration with Engineering Council of South Africa (ECSA) as a Professional Engineering. The disclosure of a valid unexpired driver's license. An intimate knowledge of the General Conditions of Contract (GCC) and the Guidelines for Human Settlement, Planning and Design ("Red Book") are a requirement. Knowledge and understanding of the water sector: relevant legislations (NWA, and NEMA) together with the related policies, regulations, principles, guidelines, tools, and procedures; policy development, implementation, project management and monitoring. Excellent communication skills including verbal and written, report-writing, and presentation skills. Sound interpersonal skills as well as the ability to work in a multi-disciplinary team. Proven liaison and networking skills especially as they relate to corporative governance and stakeholder. Willingness to work abnormal hours and under pressure as well as travel provincial/country wide.
- DUTIES** :
- Perform duties in the Free State Region Office in the Directorate: Infrastructure Development and Maintenance with a particular emphasis on the management, implementation, supervision, and monitoring of the Regional Bulk Infrastructure Grant (RBIG), Water Services Infrastructure Grant (WSIG), Municipal Infrastructure Grant (MIG), Buckets Eradication Programme (BEP) and other civil engineering projects. It will be required from the incumbent to manage and monitor projects contractually, financially, and technically.

ENQUIRIES APPLICATIONS : Mr MJ Manyama Tel No: (051) 405 9000
Free State (Bloemfontein): Please forward your application quoting the relevant reference number to Chief Director, Department of Water and Sanitation, Private Bag 528, Bloemfontein, 9301 or hand deliver at Department of Water and Sanitation, Corner Charlotte Maxeke and East Burger Streets, Bloem-Plaza Building, Second floor.

FOR ATTENTION : Ms. Z Gwetyana

POST 03/03 : **ENGINEER PRODUCTION GRADE A – C REF NO: 090224/04**
Branch: Provincial Coordination and International Cooperation: Eastern Cape
Dir: Infrastructure Development Maintenance
(Re-advertisement applicants who previously applied are encouraged to re-apply)

SALARY : R795 147 – R1 197 978 per annum, (all-inclusive OSD salary package), (offer will be based on proven years of experience)

CENTRE REQUIREMENTS : King Williams Town
A Civil Engineering Degree (B Eng/ BSc or relevant qualification. Three (3) years post qualification technical (Engineering) experience in water services infrastructure development. Compulsory registration with the Engineering Council of South Africa (ECSA) as a Professional Engineer. The disclosure of a valid unexpired driver's license. Knowledge of contract, project, and financial management. Knowledge and understanding of operation and maintenance for Water Services Infrastructure. Computer literacy (MS Word, MS Excel, MS Power Point and MS Outlook). Understanding of the National Water Act, Water Services Act, National Environmental Management Act, Public Service Regulations Act, Division of Revenue Act (DoRA) and the Public Finance Management Act (PFMA). Good communication skills both (verbal and written) and the ability to communicate with all sector Departments and other institutions. Must be able to work independently, be self-motivated and reliable.

DUTIES : Provide assistant in the design systems, structures and installation of water services related infrastructure. Support the comprehensive planning in water services infrastructure development. Manage multifaceted projects in the technical investigation, development, and refurbishment of water services infrastructure. Provide assistant and support in administration. Inspect, test equipment, infrastructure, systems, and installations including the preparation of reports of the findings. Identify, review and comment on operation and maintenance plans of water services infrastructure in the region. Compile, review and comment on the contract documentation proposals, bill of quantities and tenders. Coordination of the water services planning in the region. Manage financial allocations to projects and programs. Provide technical engineering support, guidance and advice to junior personnel, consultants, contractors, and water service authority's (WSA). Support functional areas to arrange supply chain management, human resources management and financial needs.

ENQUIRIES APPLICATIONS : Mr Z Nonjuzana Tel No: (043) 604 5414
Eastern Cape (King William's Town): Please forward your application quoting the reference number to The Department of Water and Sanitation, Private Bag X7485, King Williams Town, 5600 or hand deliver at the 2 Hargreaves Avenue, Old SABC Building, King William's Town, 5600.

FOR ATTENTION : Mr MK Noah Tel No: (043) 604 5323

POST 03/04 : **SCIENTIST PRODUCTION GRADE A - C REF NO: 090224/02**
Branch: Water Resources Management
Dir: Ground Water Reserve Requirements

SALARY : R687 879 – R1 035 084 per annum, (all-inclusive OSD salary package), (offer will be based on proven years of experience)

CENTRE REQUIREMENTS : Pretoria Head Office
Science degree (BSc) (Hon) in Natural / Earth Science or relevant qualification. Compulsory registration with the South African Council of Natural Scientific Professions (SACNASP) as a professional Natural Scientist. Three (3) years post qualification natural scientific experience related to integrated Water Resource Management. The disclosure of a valid unexpired driver's license. Knowledge of

water quality, geochemistry, chemistry, botany, zoology, aquatic ecology, hydrology, and geo-hydrology as major subjects would be ideal. Understanding of water related environmental management legislations, and policies. Knowledge and understanding of policy formulation, and development. Sound knowledge towards integration with all water resource components e.g., surface water, groundwater, wetlands, and estuaries) into integrated water resource management and protection. Understanding of programme and project management. Knowledge of financial management skills. Computer literacy in GIS applications Ability to interpret data and results into applications. Good interpersonal skills. Excellent communication skills both (verbal and written).

DUTIES : Developing and implementing the policies, strategies, and procedures for Sources Directed Control (SDC). Review and recommend scientific projects. Monitor progress on the implementation of projects related to water resources protection. Coordination of stakeholder engagement relationships within the department and broader water sector. Assisting line function water resource management in the implementation of water resource protection requirements, remediation, and rehabilitation. Providing technical service with regards to SDC to the Department of Water and Sanitation as part of the Chief Directorate: Water Ecosystems, Mentor. Train and develop candidate scientists and others to promote skills, knowledge, and transfer.

ENQUIRIES : Ms TB Nyamande Tel No: (012) 336 7521
APPLICATIONS : Pretoria (Head Office): Please forward your application quoting the relevant reference number to The Department of Water and Sanitation, Private Bag X350, Pretoria, 0001 or hand deliver to Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria.

FOR ATTENTION : Planning, Recruitment and Selection Unit

POST 03/05 : **ENVIRONMENTAL OFFICER (SPECIALISED PRODUCTION) GRADE A REF NO: 090224/05**
Branch: Infrastructure Management: Central Operation
Div: Environmental Engineering

SALARY : R451 587 per annum, (all-inclusive OSD salary package)
CENTRE : Pretoria
REQUIREMENTS : A relevant Honors Degree in Environmental sciences or related Environmental fields. Three (3) year post qualification experience in any of the following fields will serve as an advantage: Water Resources Management, Environmental Sciences, Environmental Law, Compliance Monitoring and Enforcement, Resource Management Plans for dams and management of activities around dam basins. Knowledge in water and wastewater quality management and understanding of the principles of integrated water resource management and conservation will serve as an advantage. Computer literacy. A valid unexpired driver's license. Working knowledge of National Water Act, 1998 (Act No 36 of 1998), Water Services Act (No.108 of 1997), related policies and guidelines. Understanding of relevant Environmental legislations (NWA, CARA, NEMA and MPRD etc.) together with related policies, regulations, principles, guidelines, tools, and procedures, policy development, implementation, and monitoring. Knowledge of PFMA and Treasury Regulations 16. Knowledge of Safety at Sport and Recreational Events Act. Knowledge of Occupational Health and Safety Act. Ability to review technical and scientific reports and provide recommendations. Exposure to construction environment management. Technical report writing skills with proven ability and experience to write and interpret technical and scientific reports and documents. Ability to provide technical and scientific support to Department of Water and Sanitation (DWS) units and other government departments. Professional Judgment. Good communication, presentation, and networking skills. People management skills. Planning, organizing, conflict management and change management. Excellent problem-solving skills and critical thinking capability. The ability to work independently, to interact with communities, Professional Service Providers (PSPs) and planning partners in and around the water sector. Willingness to travel extensively all over the country and work irregular hours.

DUTIES : Provide integrated environmental services towards the development, maintenance, rehabilitation, and refurbishment of bulk water infrastructure projects. This includes amongst others, the undertaking of environmental legislative screening investigations, application for Environmental Authorizations and other EIA related requirements. Compilation and monitoring of Environmental Management Programmes that address issues of waste management, pollution control and alien invasive species management. Provide technical inputs to DWS environmental projects. Resolve social and ecological issues that arise during the pre-construction, construction, upgrading or refurbishment of infrastructure, and conducting environmental audits for compliance monitoring. Coordinate the development of the operation plan to ensure monitoring and compliance of drinking water quality and wastewater infrastructure and effluent discharge management. Provide technical environmental and scientific support to policy development. Assist in developing and implementation of recreational water use policies and guidelines as well as the Leasing Policy. Provide assistance to Land Right Administration in matters of lease agreements and State land management. Implementation of other related legislation dealing with access and use of state dams for recreational purposes. Advise on applications for commercial recreational water use at state dams especially with regards to PFMA and Treasury Regulation 16 requirements. Give Environmental support and guidance to other DWS Sections including the DWS Infrastructure Management cluster offices. Provide technical support to land use management within state dams. Evaluate and review scientific data in support of the compilation and implementation of the Resource Management Plans at state dams. Provide technical support to Cluster Offices on Public Private Partnership projects. Represent the Department in various fora including participation in the Project Coordination Committee / technical committee meetings for projects. Develop terms of reference and assist in the management of PSPs where required. Attend meetings and managing conflict among various stakeholders during the relocation and settlement negotiation process.

ENQUIRIES : Mr A Sayed Tel No: (012) 741 7307
APPLICATIONS : Central Operation (Pretoria): Please forward your application quoting the relevant reference number to The Department of Water and Sanitation, Infrastructure Management: Central Operations. Please forward your applications quoting the relevant reference number to the Department of Water and Sanitation, Private Bag X273, Pretoria, 0001 or Hand Deliver at Praetor Forum Building, 1st Floor Reception, 267 Lillian Ngoyi Street, Pretoria, 0001.

FOR ATTENTION : Mr KL Manganyi

POST 03/06 : **ENGINEERING TECHNICIAN: PRODUCTION GRADE A – C REF NO: 090224/06**
Branch: Provincial Operation and International Cooperation: Free State
Dir: Water Services Infrastructure Development and Refurbishment

SALARY : R353 013 – R531 117 per annum, (all-inclusive OSD salary package), (offer will be based on proven years of experience)

CENTRE : Bloemfontein
REQUIREMENTS : A National Diploma in Engineering or relevant qualification in Engineering. Three (3) years post qualification technical (Engineering) experience. Compulsory registration with Engineering Council of South Africa (ECSA) as an Engineering. The disclosure of a valid unexpired driver's license. An intimate knowledge of the General Conditions of Contract (GCC) and the Guidelines for Human Settlement, Planning & Design ("Red Book") are a requirement. Knowledge and understanding of the water sector relevant legislations (NWA, and NEMA) together with the related policies, regulations, principles, guidelines, tools, and procedures; policy development, implementation, project management and monitoring. Excellent communication skills including written and verbal, report-writing and presentation skills. Sound interpersonal skills as well as the ability to work in a multi-disciplinary team. Proven liaison and networking skills especially as they relate to corporative governance and stakeholder. Willingness to work abnormal hours and under pressure as well as travel provincial/country wide.

DUTIES : Perform duties in the Free State Region Office in the Directorate: Infrastructure Development and Maintenance with a particular emphasis on the management,

implementation, supervision, and monitoring of the Regional Bulk Infrastructure Grant (RBIG), Water Services Infrastructure Grant (WSIG), Municipal Infrastructure Grant (MIG), Buckets Eradication Programme (BEP) and other civil engineering projects. It will be required from the incumbent to manage and monitor projects contractually, financially, and technically.

ENQUIRIES : Mr MJ Manyama Tel No: (051) 405 9000
APPLICATIONS : Free State (Bloemfontein): Please forward your application quoting the relevant reference number to Chief Director, Department of Water and Sanitation, Private Bag 528, Bloemfontein, 9301 or hand deliver at Department of Water and Sanitation, Corner Charlotte Maxeke and East Burger Streets, Bloem-Plaza Building, Second floor.

FOR ATTENTION : Ms Z Gwetyana

POST 03/07 : **ENGINEERING TECHNICIAN PRODUCTION GRADE A – C REF NO: 090224/07**
Branch: Provincial Coordination and International Cooperation: Northern Cape
Dir: Water Services Infrastructure Development and Refurbishment Programmes

SALARY : R353 013 – R531 117 per annum, (all-inclusive OSD salary package), (Offer will be based on proven years of experience)

CENTRE : Kimberley
REQUIREMENTS : A National Diploma in Engineering or relevant qualification. Three (3) years post qualification technical Engineering experience. Compulsory registration with the Engineering Council of South Africa (ECSA) as an Engineering Technician. The disclosure of a valid unexpired driver's license. Understanding of programme, project management, technical design, and analytical skills. Knowledge of research and development. Computer-aided engineering applications. Knowledge of legal compliance and technical report writing. Problem solving, decision making, teamwork, creativity, customer focus, good communication, computer and people management skills.

DUTIES : Render technical services to the directorate. Assist engineers, technologists, and associates in the appraisal of business plans and technical reports. Monitor the implementation of Regional Bulk Infrastructure Programme (RBIG) and Water Services Infrastructure Grant (WSIG) projects through conducting site inspections, site meetings, compilation and submission of progress reports. Promote safety in line with statutory and regulatory requirements. Evaluate existing technical manuals, standard drawings, and procedures to incorporate new technology. Evaluate technical designs with specifications and submit for approval by the relevant authority. Perform administrative and related functions. Provide inputs into the budgeting process as required. Compile and submit expenditure reports as required. Verify and certify invoices for payment of contractors and Public Service Providers. Maintain proper records and documentation for all projects to enable a clean audit. Provide and consolidate inputs to the infrastructure development operational plan. Develop, implement, and maintain databases. Research and development. Continuous professional development to keep up with new technologies and procedures.

ENQUIRIES : Mr J Roelofse Tel No: (053) 830 8800
APPLICATIONS : Northern Cape (Kimberley): Please forward your application, quoting the relevant reference number to: The Provincial Head, Department of Water and Sanitation, Private Bag X6101, Kimberley, 8801 or hand-deliver to 28 Central Road, Beaconsfield, Kimberley, 8301

FOR ATTENTION : Ms C Du Plessis

POST 03/08 : **ENGINEERING TECHNICIAN PRODUCTION GRADE A–C REF NO: 090224/08**
Branch: Provincial Coordination and International Cooperation: Mpumalanga
Dir: Water and Sanitation Services Management Sd: Hydrological Services

SALARY : R353 013 – R531 117 per annum, (all-inclusive OSD salary package), (offer will be based on proven year of experience)

CENTRE : Groblersdal
REQUIREMENTS : A National Diploma in Engineering or relevant qualification. Three (3) years post qualification technical engineering experience. Compulsory registration with ECSA as a Professional Engineering Technician. The disclosure of a valid unexpired

driver's license. Compulsory Registration with Engineering Council of South Africa (ECSA) as a Professional Engineering Technician. The disclosure of a valid unexpired driver's license. Water resources-related experience is a recommendation. Good interpersonal relations. Understanding of programme and project Management. Knowledge of technical design, and analysis. Knowledge of research development and computer-aided engineering applications. Knowledge of legal compliance. Technical report writing and technical consulting. Willingness to travel long distances is essential.

DUTIES : Implement the National Water Act with a focus on water resource information acquisition. Collect, analyse, and manage hydrological flow data. Calibrate and maintain flow gauging equipment. Conduct current gauging's, surveying of measuring weirs, and calibration of weirs. Run hydrological models and other relevant models. Liaise with relevant components to enforce compliance to water management legislation. Organize field trips and assist with the preparation of required supportive documents and technical information as well as the writing of technical reports. Participate in capacity building and mentorship programmes for junior staff. Implement operational plans, guidelines, policies, and projects.

ENQUIRIES : Mr TA Veleko Tel No: (013) 262 6800 / Ms FM Mkhwanazi Tel No: (013) 759 7515 / Ms PC Ngwamba Tel No: (013) 759 7446

APPLICATIONS : Mpumalanga (Goblersdal): Please forward your applications quoting the relevant reference number to: The Department of Water and Sanitation, Private Bag X11259, Mbombela, 1200 or hand deliver at Cnr Brown and Paul Kruger Street, Ground Floor, Prorum Building, Mbombela, 1200.

FOR ATTENTION : Ms FM Mkhwanazi

POST 03/09 : **SURVEY TECHNICIAN PRODUCTION GRADE A-C REF NO: 090224/09**
Branch: Infrastructure Management: Central Operation
Div: Maintenance

SALARY : R353 013 per annum, (all-inclusive OSD salary package)
CENTRE : Bloemfontein

REQUIREMENTS : A National Diploma in Survey or Cartography or relevant qualification. Three (3) years post-qualification survey experience in technical survey Topographical, Hydrographical, Cadastral, Engineering Surveys for design and construction, Precise Deformation, Aerial and Survey ground control and Control surveys. Compulsory registration with the South African Geomatics Council (SAGC) as a Survey Technician/Surveyor. A valid unexpired driver's license. Knowledge of GPS, echo sounders (Hydrographic system), total stations, and levels. Computer literacy with proven computer skills in respect of operating systems; CAD and Survey calculation packages in particular Model Maker, Surpac, and MS Office, Hypack and Trimble Business Centre. Experience in boat handling and outboard motors will serve as an added advantage. (Drivers License Code EB or Higher will serve as an added advantage).

DUTIES : This post requires a qualified person to perform Topographical, Hydrographical, Deformation, other surveys, and ad hoc tasks. Able to take control of survey teams in the field. Make use of computer equipment to produce final maps and reports. Perform duties away from the office and must be able to travel excessive distances. Able to work under pressure to provide survey reports and final drawings within the prescribed time frame. Good communication skills to communicate with the public, colleagues, and clients.

ENQUIRIES : Mr LI Radebe Tel No: (051) 405 9000

APPLICATIONS : Free State (Bloemfontein): Please forward your application quoting the relevant reference number to Chief Director, Department of Water and Sanitation, Private Bag 528, Bloemfontein, 9301 or hand deliver at Department of Water and Sanitation, Corner Charlotte Maxeke and East Burger Streets, Bloem-Plaza Building, Second floor.

FOR ATTENTION : Ms NSM Maloka

NOTE : Candidates may be subjected to a skills and knowledge tests.

- POST 03/10** : **SURVEY TECHNICIAN PRODUCTION GRADE A-C REF NO: 090224/10**
 Branch: Water Services Management
 CD: National Water Resource Information Management
- SALARY** : R353 013 – R531 117 per annum, (all-inclusive OSD salary package)
CENTRE : Pretoria Head Office
REQUIREMENTS : A National Diploma in Survey / Cartography or relevant qualification. Three (3) years post qualification survey experience in technical surveys including Topographical, Hydrographical, Cadastral, Engineering Surveys for design and construction, Precise Deformation, Aerial, and Survey ground control. Compulsory registration with the South African Geomatics Council (SAGC) as a Survey Technician/Surveyor. The disclosure of a valid unexpired driver's license. Knowledge of GPS, echo sounders (Hydrographic system), total stations, and levels. Good communication skills both (verbal and written). Computer literacy with proven computer skills in respect of operating systems; CAD and Survey calculation packages in particular Model Maker, Surpac, and MS Office, Hypack and Trimble Business Centre. Experience in boat handling, outboard motors and knowledge of drones will serve as an added advantage. Perform duties away from the office and must be able to travel excessive distances.
- DUTIES** : This post requires a qualified person to perform Cadastral, Topographical, Hydrographical, Deformation, other surveys, and ad hoc tasks. Able to take control of survey teams in the field. Make use of computer equipment to produce final maps and reports. Able to work under pressure to provide survey reports and final drawings within the prescribed time frame. Communicate with the public, colleagues, and clients.
- ENQUIRIES** : Ms R Carey Tel No: (012) 336 8130
APPLICATIONS : Pretoria (Head Office). Please forward your application quoting the relevant reference number to The Department of Water and Sanitation, Private Bag X350, Pretoria, 0001 or hand deliver to Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001.
- FOR ATTENTION** : Planning, Recruitment and Selection Unit.
NOTE : Candidates may be subjected to skills and knowledge tests.

**PROVINCIAL ADMINISTRATION: GAUTENG
DEPARTMENT OF HEALTH**

ERRATUM: Kindly note that the post of Social Worker with Ref No: REFS/019618 (for Dr George Mukhari Academic Hospital) advertised in Public Service Vacancy Circular 02 dated 19 January 2024 was placed with incorrect Note and Applications/Address. The correct the note and address where application should be send: **Applications:** can be delivered to: Dr. George Mukhari Academic Hospital, 3111 Setlogelo Drive, Ga-Rankuwa, 0208 Nurses Home Block 13(HR Registry) or posted to: Dr. George Mukhari Academic Hospital, Private Bag X422, Pretoria 0001. Due to technical problems with GPG vacancy website that the institution is consistently faced with, applicants are encouraged to apply using any of the above methods. Closing time will be 12H00 on the closing date. **Note:** Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the completed CV and new updated Z83 form obtainable from any Public Service Department or on the internet at www.gov.za/documents. Received applications using the incorrect application for employment (old Z83) will not be considered. Each application for employment must be fully completed, initialled, and signed by the applicant. Failure to complete will lead to disqualification during the selection process. Section A, B, C and D must be completed in full. Section E, F and G: Noting that there's a limited space provided applicants often indicate "refer to Curriculum Vitae (CV) or see attached", this is acceptable if the CV has been attached and provides the required information. The question that relates to conditions that prevents re-appointment under part F must be answered. Declaration must be completed and signed). Only shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the day of the interview. Please ensure that the specific reference number is quoted correctly. Correspondence will be entered with shortlisted candidates only. If you have not been contacted within three (3) months after closing date of this advertisement, please accept that your application was unsuccessful. The employer reserves the right to fill this position. It is legislative requirement that all newly appointed staff members be subjected to Personnel Suitability Check (PSC) - Verification, upon appointment within the department. This verification processes entails reference checks, identity verification, qualification verification, criminal records checks. Successful candidates will be subjected to OHS medical surveillance as required by HBA regulations within OHS Act 85 of 1993.

OTHER POSTS

<u>POST 03/11</u>	:	<u>MEDICAL SPECIALIST ICU GRADE 1 – 3 REF NO: REFS/0196 (X1 POST)</u> Directorate: ICU
<u>SALARY</u>	:	Grade 1: R1 214 805 per annum, (All-inclusive remuneration package), plus commuted overtime Grade 2: R1 386 069 per annum, (All-inclusive remuneration package), plus commuted overtime Grade 3: R1 605 330 per annum, (All-inclusive remuneration package), plus commuted overtime
<u>CENTRE REQUIREMENTS</u>	:	Dr George Mukhari Academic Hospital MBChB & MMed degree or a relevant postgraduate qualification in ICU and current registration with the HPCSA as a Specialist in ICU. Grade 1: No experience required after registration with the HPCSA, as Medical Specialist in a normal Specialty. Grade 2: A minimum of 5 (Five) years appropriate experience as Medical Specialist after registration with the HPCSA as Medical Specialist in a normal Speciality and Grade 3: A minimum of Ten (10) years appropriate experience as Medical Specialist after registration with the HPCSA as Medical Specialist in a normal Specialty. Possess sound knowledge of Human Resources Management, budgeting, programme, planning, implementation and evaluation, information management and quality assurance programmes. Knowledge of current Health and Public Service legislation, regulations and policies including medical ethics,

epidemiology and statistics. Good communication skills, leadership, decision making and clinical skills. Sound knowledge of clinical procedures and protocols. Have the ability to evaluate new technologies and decide on the cost effective implementation thereof. Ability and experience in teaching, research and administration. Willingness to provide after hour specialist services. Sound knowledge in ICU programmes.

DUTIES : Effective overall management of the service, their organization and monitoring to identify needs and to formulate and implement staffing and health care programmes. Provision of consultative service. Development of and implementation of guidelines, protocols and clinical audits, revising as needed, to optimize patient care within available resources. Management and control of equipment. Optimize use of Human and other resources. Strategize and implement outreach programmes. Assessment and management of critical ill patients.

ENQUIRIES : Dr. N Sithole Tel No: (012) 529 3692
APPLICATIONS : Applications can be delivered to: Dr. George Mukhari Academic Hospital, 3111 Setlogelo Drive, Ga-Rankuwa, 0208 Nurses Home Block 13 (HR Registry) or posted to: Dr. George Mukhari Academic Hospital, Private Bag X422, Pretoria 0001. Due to technical problems with GPG vacancy website that the institution is consistently faced with, applicants are encouraged to apply using any of the above methods.

NOTE : Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the completed CV and new updated Z83 form obtainable from any Public Service Department or on the internet at www.gov.za/documents. Received applications using the incorrect application for employment (old Z83) will not be considered. Each application for employment must be fully completed, initialled, and signed by the applicant. Failure to complete will lead to disqualification during the selection process. Section A, B, C and D must be completed in full. Section E, F and G: Noting that there's a limited space provided applicants often indicate "refer to Curriculum Vitae (CV) or see attached", this is acceptable if the CV has been attached and provides the required information. The question that relates to conditions that prevents re-appointment under part F must be answered. Declaration must be completed and signed). Only shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the day of the interview. Please ensure that the specific reference number is quoted correctly. Correspondence will be entered with shortlisted candidates only. If you have not been contacted within three (3) months after closing date of this advertisement, please accept that your application was unsuccessful. The employer reserves the right to fill this position. It is legislative requirement that all newly appointed staff members be subjected to Personnel Suitability Check (PSC) - Verification, upon appointment within the department. This verification processes entails reference checks, identity verification, qualification verification, criminal records checks. Successful candidates will be subjected to OHS medical surveillance as required by HBA regulations within OHS Act 85 of 1993.

CLOSING DATE : 09 February 2024. Closing time will be 12h00 on the closing date.

POST 03/12 : **MEDICAL SPECIALIST REF NO: REFS/019711**
Directorate: Surgery Department

SALARY : R1 214 805 per annum, (all-inclusive package). Please note that salary will be adjusted according to years of experience as per OSD Policy.

CENTRE : Charlotte Maxeke Johannesburg Academic Hospital
REQUIREMENTS : Appropriate qualification that allows for registration with HPCSA as a Medical Specialist in Surgery. Registration with the HPCSA as Medical Specialist in Surgery. No experience required after registration with the HPCSA as Medical Specialist in Surgery. The following will be added advantage: Experience working as a General Surgeon in the Public Sector. Knowledge of legislation, policies and procedures pertaining to health care users in the public sector.

DUTIES : Supervising the management of and managing patients with benign and malignant colorectal diseases. Surgical skillset to manage general and colorectal surgical patients with the ability to supervise and perform open and laparoscopic surgery.

Supervise and perform emergency operations and do surgical sessions at CMJAH Cluster Hospitals. It is required to be able to perform Endoscopy- Gastroscopy and Colonoscopy+/- intervention. Engage in multidisciplinary management of comprehensive colorectal cancers and outpatient follow-up clinics to facilitate adequate service delivery to patients with colorectal diseases. Participation in research. Ability to manage a team of junior doctors, providing support and leadership. Teaching and training of interns, medical officers and registrar undergraduate teaching ward rounds. Provision of undergraduate and postgraduate medical student teaching, provision of supervision and training of surgical registrars in surgery. Ability to establish excellent working relationship with anaesthetic team, emergency unit nursing team, ward nursing team and oncology nursing team. Good leadership skills, excellent communication (verbal and written), conflict resolution and good interpersonal skills. The successful candidate must be adaptable, disciplined, and self-confident. The candidate must be able to work independently and under pressure and beyond the normal working hours and work with a diverse team. Ability to work in a multidisciplinary team. Administrative duties within the department. Co-ordinating logistics and obtaining equipment and pharmaceuticals. Ability to initiate and conduct research. The appointed candidate will be expected to strengthen the regional and district health systems by providing outreach programmes. Be a role model for students and staff. Participate in all divisional departmental and faculty meetings in order to facilitate effective teaching and research as well as to enhance continuing professional development. Perform duties assigned by the Head of Department of Health. Maintain quality assurance standards and other departmental policies. Attend meetings and training as approved by the Head of Unit. Comply with the Performance Management and Development System (contracting, quarterly reviews and final assessment)

**ENQUIRIES
APPLICATIONS**

: Prof TE Luvhengo Tel No: (011) 488 3373 Ms MP Rapetswa Tel No: (011) 488 3711
 : Application should be submitted strictly online (on a PDF Format only) at the following e-mail: Medicalhr.Cmjah@gauteng.gov.za. Only online applications will be considered. Please use the reference as the subject.

NOTE

: The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialed and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae only. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) –Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities, Coloured Males, Coloured Females, Indian Females, White Males, White Females, African Females, African Males and Indian Males are encouraged to apply.

CLOSING DATE

: 09 February 2024

- POST 03/13** : **MEDICAL SPECIALIST REF NO: REFS/ 019713**
 Directorate: Otorhinolaryngology, head and neck surgery department
- SALARY** : R1 214 805 per annum, (all-inclusive - package)
CENTRE : Charlotte Maxeke Johannesburg Academic Hospital
REQUIREMENTS : Appropriate Medical qualification that allows registration with the HPCSA as a Specialist in the Otorhinolaryngology, head, and neck surgery. Registration with the HPCSA as Medical Specialist in the Otorhinolaryngology, head, and neck surgery. None experience after registration with the HPCSA as a Medical Specialist in ENT Surgery.
- DUTIES** : Clinical: Theatre: Otorhinolaryngology, head and neck surgery, acquired Otorhinolaryngology, head and neck surgery, Congenital ENT, ICU care, doing calls and be on duty, M&M participation. Academic: Teaching both undergraduates and postgraduate students, surgical skills transfer to the registrar, Multidisciplinary team involvement for case selection and teaching. Teachings: Teaching allied professionals e.g., Perfusionist, Nurse, Physicians, O.T and Dieticians. Research: Be involved in research, supervise MMeds thesis research, deliver personal research, dual appointment with the University and provide research support.
- ENQUIRIES** : Dr S Motakef Tel No: (011) 488 4812, Ms M.P Rapetswa Tel No: (011) 488 3711
APPLICATIONS : Please note that the salary will be adjusted according to years of experience as per OSD policy. Applications should be submitted on a (PDF Format only) to the following email-address: Medicalhr.Cmjah@gauteng.gov.za. Only online application will be considered. Please use the reference as the subject.
- NOTE** The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialed and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) –Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserves the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities, Coloured Males, Coloured Females, Indian Males and Indian Females are encouraged to apply.
- CLOSING DATE** : 09 February 2024
- POST 03/14** : **DEPUTY MANAGER NURSING REF NO: EHD2024/01/02**
 Directorate: District Specialist Mental Health Team
- SALARY** : R930 747 - R1 045 731 per annum, (all-inclusive remunerative package)
CENTRE : Ekurhuleni Health District

- REQUIREMENTS** : Grade 12 with Basic qualification accredited with the SANC in terms of Government Notice 425 (i.e. diploma/degree in nursing) that allows registration with SANC as a Professional Nurse. One-year qualification in Advanced Psychiatric Nursing Science will be an added advantage. A minimum of 9 years' appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. At least 4 years' of the period referred to above must be appropriate/recognizable experience at management level (Assistance Manager Nursing). A valid South African driver's license is essential. Must be able to work under pressure, have strong leadership skills, good verbal and written communication skills, sound interpersonal skills, project management skills, financial and human resource management skills. Computer literacy is essential. Ability to work independently, and in a multidisciplinary context. Analytic thinking, independent decision making and problem-solving. Evidence of current registration with SANC.
- DUTIES** : Conduct a situational analysis of mental health services in the district. Develop an action plan towards improvement in mental health services. Ensure that quality mental health services are provided according to professional standards and ethical principles. Establish routine ongoing training and supervision for PHC and mental health teams. Establish referral pathways and coordination with all stakeholders. Monitor and evaluate services and implementation of the mental health operational plan through appropriate tools and indicators. Establish and maintain Inter-sectoral and inter-disciplinary collaboration and coordination. Participate in or conduct research and translate findings into improved services. Provide guidance and leadership towards the realization of strategic goals and objectives of the department. Develop and/or review and monitor the implementation of policies, programs, regulations, practices, procedures and standards pertaining to mental health care. Utilize information technology and other management information systems to manage mental health information for the enhancement of service delivery. Manage and utilize resources in accordance with relevant directives and legislation: (Human, Financial, Physical and Material resources). Provide technical and management support to the district, hospitals, Mental Health NGOs, Substance Abuse Rehabilitation Centres and Contracted Care Centres.
- ENQUIRIES** : Dr K Maaroganye Tel No: (011) 876 1836/ (063) 607 3796
- APPLICATIONS** : Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 or posted to The Human Resource Manager, Private Bag X1005, Germiston 1400.
- NOTE** : No S&T claims and resettlement allowance will be paid. Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicants should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disabilities are encouraged to apply. Employment equity profile will be taken into consideration.
- CLOSING DATE** : 09 February 2024

POST 03/15 : **PHARMACY SUPERVISOR GRADE 1 REF NO: PWH/PHARM/01/2024 (X1 POST)**

Directorate: Pharmacy Department

SALARY CENTRE

: R906 540 – R961 614 per annum, (inclusive package)
: Pretoria West District Hospital

REQUIREMENTS

: Matric/Grade 12 or Senior Certificate. Bachelor of Pharmacy (B. Pharm Degree) or equivalent qualification accredited by the South African Pharmacy Council (SAPC) that allows registration with the SAPC as a Pharmacist. Registration with the SAPC as Pharmacist. Current registration with the South African Pharmacy Council (SAPC 2023), with a minimum of 5 years appropriate recognizable experience post Community Service after registration as a pharmacist with the SAPC. Recommendations: Valid Driver's License. Experience on RX Solution Stock Management, Dispensing and Reporting Modules Knowledge of OHSC and Ideal Hospital/Clinic Audit tools. Supervisory experience within pharmacy related entities would be advantageous. Knowledge, Skills, Training and Competencies Required: Extensive knowledge of Pharmaceutical Services, National and Provincial Policies and Procedures. Knowledge of Financial Management. Knowledge of Human Resource Management. Understanding of Relevant Acts, Regulations, Essential Drug Program, National Drug Policy, Pharmacovigilance and CCMD program. Knowledge of the Principles, Function and Operations of a Pharmacy and Therapeutics and Antimicrobial Stewardship Committee. Knowledge and understanding of Public Service Acts, Policies and Procedures pertaining to stock Control. Appropriate Clinical and Theoretical Knowledge. Extensive experience in the management of pharmacy, excellent supervisory and analytical skills. Sound planning, organizational and administrative skills. Excellent communication, team building, interpersonal and problem-solving skills. Ability to work under pressure and coordinate productivity. Excellent computer literacy skills. Commitment to service and excellence.

DUTIES

: Management and provision of comprehensive pharmaceutical services to patients, wards, Departments and clinics. Maintain control of pharmaceutical services in all departments in the hospital, including clinics. Ensure registers are balanced and signed off monthly. Ensure required statistics are compiled and submitted in time. Responsibility and accountability for cost effective and efficient management of procurement, Storage, distribution, control and security of pharmaceutical stock and equipment. Develop, implement, and monitor adherence to standard operating procedures and policies for all aspects of pharmaceutical services in accordance with applicable legislations, regulations and Good Pharmacy Practice. Develop and implement quality improvement programs in pharmacy. Support and supervision of pharmaceutical service in the attached PHC facilities and wards. Maintain and implement systems for accurate and appropriate patient records in line with Legislative requirements. Engage in effective communication with all stakeholders to ensure a high-quality service is rendered and requirements for audits are met. Perform standby, after hours and weekend duties when necessary. Support pharmaceutical and therapeutic governance including but not limited to Antimicrobial Stewardship, Medicine Utilization Reviews, Standard Treatment Guidelines adherence. Supervision and discipline of pharmacy staff. EPMDS. Routing, monitoring and evaluation. Compiling reports for submission to the assistant pharmacy manager. Management of resources allocated to Pharmaceutical Services. Deputize for the assistant manager as and when required. Register as tutor for pharmacist assistants and pharmacist interns. Identify training needs of pharmacy staff and facilitate access to appropriate training and development. Any other tasks/duties deemed necessary by the Assistant Pharmacy Manager.

ENQUIRIES APPLICATIONS

: Ms T Monamme Tel No: (012) 380 1249
: All Applications can be delivered to: Pretoria West Hospital, HR Department, 380 Sytze Wierda Avenue, Philip Nel Park, Pretoria West or posted to Pretoria West Hospital, HR Department, Private Bag X02, Pretoria West, 0117.

NOTE

: Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The Completed and signed form should be accompanied by a recently updated CV. Failure to submit all the requested documents will result in the application not being

considered. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Medical surveillance will be conducted on the recommended applicants, at no cost. People with disabilities are welcome to apply. Applications must be filled on a new Z83 effective from 1 January 2021 form accompanied by a CV highlighting or stating the requirements mentioned above. Applicants must indicate the post reference number on their applications. Failure to submit the required documents will result in the application not being considered. Shortlisted candidates will be required to bring certified copies of all qualifications and Id. Qualifications of candidates recommended for appointment will be verified. Persons in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) when shortlisted. Candidates will be subjected to security screening and vetting process. Applications received after closing date will not be accepted. The Department reserves the right to not make an appointment. Candidates will be expected to be available for selection interviews on the date, time and place determined by the Department. Please Note: The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know.

- CLOSING DATE** : 09 February 2024
- POST 03/16** : **MEDICAL OFFICER REF NO: REFS/019726**
Directorate: Anaesthesia
- SALARY** : R906 540 per annum, (all-inclusive package). Please note that salary will be adjusted according to years of experience as per OSD policy.
- CENTRE** : Charlotte Maxeke Johannesburg Academic Hospital
- REQUIREMENTS** : Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with the HPCSA as Medical Practitioner. No experience required after registration with the HPCSA as a Medical Practitioner.
- DUTIES** : Provide Anaesthesia services to patients at Charlotte Maxeke Johannesburg Academic Hospital and cluster hospitals, as required. Must take part in commuted overtime service delivery. Teaching and training of medical students and theatre staff. Participation in research activities, as allocated. Participate in the departmental academic program and quality assurance.
- ENQUIRIES** : Dr M Khalpey Tel No: (011) 488 4344/ (083) 446 6555, Ms MP Rapetswa Tel No: (011) 488 3711
- APPLICATIONS** : Applications should be uploaded strictly online to the following e-mail: Medicalhr.Cmjah@gauteng.gov.za. Please use the reference as the subject.
- NOTE** : The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialled and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae only. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institute and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) -Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications

Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities, Coloured Males, Coloured Females, Indian Males, White Males, Indian Females, White Females, African Females and African Males are encouraged to apply.

- CLOSING DATE** : 09 February 2024
- POST 03/17** : **MEDICAL REGISTRAR REF NO: REFS/019727**
Directorate: Plastic and Reconstructing surgery
- SALARY** : R906 540 per annum, (all-inclusive package)
CENTRE : Charlotte Maxeke Johannesburg Academic Hospital
REQUIREMENTS : Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Current registration with the HPCSA as Medical Practitioner. FCS primary and intermediates examinations from the College of Medicine of South Africa. The following will be an added advantage: Experience as a medical officer in Plastic Surgery and previous participation in clinical research.
- DUTIES** : Responsible to carry out safe and evidence based medical care to patients with plastic surgical condition. Participate in all educational activities as planned by the unit, including active engagement in all research activities aiming to improve patient care. Undertake research culminating to an MMED qualification with the University of Witwatersrand. Provide supervision, guidance and teaching to medical students, medical interns, medical officers, and all other members involved in multidisciplinary care of plastic surgical conditions. Uphold professional conduct and be guided by sound ethical principles in the delivery of care to patients at the Charlotte Maxeke Johannesburg Hospital and all its affiliated cluster hospitals. Commitment to participate in overtime and outreach activities of the department.
- ENQUIRIES** : Dr. SE Phiri Tel No: (011) 717 2181
APPLICATIONS : Applications should be submitted strictly on a (PDF Format only) to the following email-address Medicalhr.Cmjah@gauteng.gov.za. Please use the reference as subject.
- NOTE** : The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialed and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae only. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institute and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) -Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical

exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. Coloured Males and Females, Indian Males and Indian Females and African Males are encouraged to apply.

- CLOSING DATE** : 09 February 2024
- POST 03/18** : **MEDICAL REGISTRAR REF NO: REFS/ 019716**
Directorate: Radiation Oncology
- SALARY** : R906 540 per annum, (all-inclusive package)
- CENTRE** : Charlotte Maxeke Johannesburg Academic Hospital
- REQUIREMENTS** : Appropriate qualification that allows for registration with HPCSA as a Medical Doctor. Registration with the HPCSA as a Medical Doctor. No experience required after registration with the HPCSA as a Medical Doctor.
- DUTIES** : Consulting with and managing allocated patients in a safe, cost effective, evidence based compassionate manner while ensuring proper record keeping. After-hour calls is part of the post and the successful candidate will be expected to see emergency patients referred to Radiation Oncology after hours. Manage patients in the Radiation Oncology ward and plan and oversee after hours emergent Radiation Oncology patients. Communicate effectively with patients, senior medical staff, doctors from other disciplines, nurses, radiotherapists, and all stakeholders in cancer treatment. Academic work includes presentations at academic meetings, showing academic progress and conducting research towards an MMed dissertation as well as their specialist exams within the 4-year contract. The Registrar is expected to complete the first part of their CMSA FCRadOnc exams within 2 years. Supervise and teach medical students, interns, medical officers and other registrars. Professionalism and punctuality are expected, as well as the ability to work co-operatively in a team.
- ENQUIRIES** : Dr. D Ramiah Tel No: (011) 481 2144, Ms MP Rapetswa Tel No: (011) 488 3711
- APPLICATIONS** : Please note that salary will be adjusted according to years of experience as per OSD policy. Applications should be submitted strictly on a (PDF Format only) to the following e-mail address: medicalhr.Cmjah@guauteng.gov.za. Please use the reference as the subject. Only online applications will be considered.
- NOTE** : The new Z83 form must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialled and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae only. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) –Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserves the right not to fill the post. The Gauteng Department of Health is guided

by the principles of Employment Equity. People with disabilities, Coloured Females and Coloured Males, Indian Males and Indian Females, White Females and White Males, African Males and African Females are encouraged to apply.

- CLOSING DATE** : 09 February 2024
- POST 03/19** : **MEDICAL OFFICER REF NO: REFS/019718**
Directorate: Surgery
- SALARY** : R906 540 per annum, (all-inclusive package). Please note that salary will be adjusted according to years of experience as per OSD policy.
- CENTRE** : Charlotte Maxeke Johannesburg Academic Hospital
- REQUIREMENTS** : Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Current registration with the HPCSA as Medical Practitioner. No experience required after registration with the HPCSA as a Medical Practitioner. The following will be an added advantage: Must have a valid driver's license.
- DUTIES** : The incumbent will be responsible for interviewing, investigating, diagnosing, and overseeing the treatment of patient- related administrative duties, participating in all activities of the discipline in relation to teaching and research, participating in departmental audit activities, preparing and writing reports, liaison and communication services and community liaison. Supervising junior doctors (undergraduate students, interns and community service doctors). Attendance of relevant administrative meeting like mortality meetings, near miss meeting and completing MEDICO Legal Documents timeously (e.g., Death certificate). Improve quality of care by providing appropriate clinical care. Reduce medical litigation by exercising good clinical ethos. Implement and monitor adherence to National Core Standards (norms and standards). Participating in all activities of the discipline in relation to teaching and research. Participate in multidisciplinary team for the management of patients. Performance of practical procedures relevant to the care of patients. Participation in departmental meetings, journal clubs, case presentations, lecturers, and ward rounds. Ensure that administration and record keeping are done in the department. Rendering of after-hours (night, weekend, and public holiday) duties to provide continuous uninterrupted care of patient. Medical Officers will inter alia be responsible for rendering clinical services, assessment, and treatment of patients. Medical Officers will be rotated though related departments at various hospitals, comprising hospitals served in their specific outreach programs. Comply with the Performance Management and Development System (contracting, quarterly reviews, and final assessment).
- ENQUIRIES** : Prof. TE Luvhengo Tel No: (011) 488 3373, Ms MP Rapetswa Tel No: (011) 488 3711
- APPLICATIONS** : Applications should be uploaded strictly online to the following e-mail: medicalhr.Cmjah@gauteng.gov.za. Please use the reference as the subject.
- NOTE** : The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialled and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae only. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institute and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) -Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was

unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities, Coloured Males, Indian Males, Indian Females, African Females, African Males, Coloured Females, White Females and White Males are encouraged to apply.

- CLOSING DATE** : 09 February 2024
- POST 03/20** : **ASSISTANT MANAGER GENERAL NURSING (HAST) REF NO: REFS/019715**
Directorate: Nursing Department: TB/ HIV
- SALARY CENTRE REQUIREMENTS** : R627 474 per annum, (all-inclusive - package)
: Charlotte Maxeke Johannesburg Academic Hospital
: Grade 12 or equivalent. Basic R425 qualification (Diploma/ Degree in Nursing) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and registration with SANC and Have a minimum of 8 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 3 years of the period referred to above must be appropriate / recognizable experience at management level. The following will be an added advantage: TB/ HIV management experience, Nursing Administration and Computer literacy.
- DUTIES** : To apply nursing legislation and related legal and ethical nursing practices to improve and maintain service delivery. To ensure clinical nursing practice by the nursing team (unit) in accordance with the scope of practice and nursing standards as determined by the health facility. To promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. To apply basic HR and financial policies when coordinating care to our patients and other stakeholders. To do hospital departmental calls as required by the service. To demonstrate effective communication with patients and relatives, supervisors, other health professionals and junior colleagues including more complex report writing when required. To work as part of the multi- disciplinary team on a supervisory level to ensure good nursing care by the nursing team. To work effectively and amicably at a supervisory level, with persons of diverse intellectual, cultural, racial or religious differences and able to manage own work, time and that of junior colleagues to ensure proper nursing service in the unit. To provide support and advice to health and educational institutions within the cluster and catchment area. Control the provision of nursing care through staff scheduling and supervision. To ensure that the environment complies with the Health and Safety Act and Infection and Prevention Control Policies. See in-service training as part of the daily duties. Ensure effective and efficient budget control and assets control for the department. Expected to relieve the Nursing Manager in her absence.
- ENQUIRIES APPLICATIONS** : Mr GNB Moeng Tel No: (011) 488 3424, Ms M Maseko Tel No: (011) 488 4732
: Applications should be submitted at Charlotte Maxeke Johannesburg Academic Hospital, Admin Building Room 08. No. 17 Jubilee Road, Park town, 2193.
- NOTE** : The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialed and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the

interview. Personnel Suitability Checks (PSC) –Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserves the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. Coloured Males, Coloured Females, Indian Males and Indian Females, African males and African Females are encouraged to apply.

- CLOSING DATE** : 09 February 2024
- POST 03/21** : **OPERATIONAL MANAGER NURSING (SPECIALTY UNIT) REF NO: REFS/019717**
 Directorate: Nursing Department: Cardo-Thoracic ICU and High care
- SALARY CENTRE REQUIREMENTS** : R627 474 per annum, (all-inclusive - package)
 : Charlotte Maxeke Johannesburg Academic Hospital
 : Grade 12 or equivalent. Basic R425 qualification (Diploma/ Degree in Nursing) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and registration with SANC and a post basic nursing qualification of the duration of 1 year, accredited with SANC in Critical Care Nursing. Have a minimum of 9 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/ recognizable experience after obtaining the 1-year post basic qualification nursing qualification. The following will be an added advantage: Nursing Administration and Computer literacy.
- DUTIES** : To apply nursing legislation and related legal and ethical nursing practices to improve and maintain service delivery. To ensure clinical nursing practice by the nursing team (unit) in accordance with the scope of practice and nursing standards as determined by the health facility. To promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. To apply basic HR and financial policies when coordinating care to our patients and other stakeholders. To do hospital departmental calls as required by the service. To demonstrate effective communication with patients and relatives, supervisors, other health professionals and junior colleagues including more complex report writing when required. To work as part of the multi- disciplinary team on a supervisory level to ensure good nursing care by the nursing team. To work effectively and amicably at a supervisory level, with persons of diverse intellectual, cultural, racial or religious differences and able to manage own work, time and that of junior colleagues to ensure proper nursing service in the unit. To provide support and advice to health and educational institutions within the cluster and catchment area. Control the provision of nursing care through staff scheduling and supervision. To ensure that the environment complies with the Health and Safety Act and Infection and Prevention Control Policies. See in-service training as part of the daily duties. Ensure effective and efficient budget control and assets control for the department. Expected to relieve the Nursing Manager in her absence.
- ENQUIRIES APPLICATIONS** : Mr GNB Moeng Tel No: (011) 488 3424, Ms M Maseko Tel No: (011) 488 4732
 : Applications should be submitted at Charlotte Maxeke Johannesburg Academic Hospital, Admin Building Room 08. No. 17 Jubilee Road, Park town, 2193.
- NOTE** : The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialed and signed. On the Z83 the Department where

position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) –Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserves the right to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. Coloured Males, Coloured Females, Indian Males and Indian Females, African males and African Females are encouraged to apply.

CLOSING DATE : 09 February 2024

POST 03/22 : **OPERATIONAL MANAGER NURSING (SPECIALTY UNIT) REF NO: REFS/019719**
Directorate: Nursing Department: Trauma ward

SALARY CENTRE REQUIREMENTS : R627 474 per annum, (all-inclusive - package)
: Charlotte Maxeke Johannesburg Academic Hospital
: Basic R425 qualification (diploma/ degree in nursing) that allows registration with the South African Nursing Council as a Professional Nurse. Registration with SANC as Professional Nurse. The post basic nursing qualification of the duration of 1 year, accredited with SANC in Trauma and Emergency nursing. Have a minimum of 9 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognizable experience in Trauma and Emergency nursing after obtaining the 1-year post-basic nursing qualification. The following will be an added advantage: Computer literacy.

DUTIES : To apply nursing legislation and related legal and ethical nursing practices to improve and maintain service delivery. To ensure clinical nursing practice by the nursing team (unit) in accordance with the scope of practice and nursing standards as determined by the relevant health facility. To promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. To apply basic HR and financial policies when coordinating care to our patients and other stakeholders. To do hospital departmental calls as required by the service. To demonstrate effective communication with patients and relatives, supervisors, other health professionals and junior colleagues including more complex report writing when required. To work as part of the multi-disciplinary team on a supervisory level to ensure good nursing care by the nursing team. To work effectively and amicably at a supervisory level, with persons of diverse intellectual, cultural, racial, or religious differences and able to manage own work, time and that of junior colleagues to ensure proper nursing service in the unit. To provide support and advice to health and educational institutions within the cluster and catchment area. Control the provision of nursing care through staff scheduling and supervision. To ensure that the environment complies with the

Health and Safety Act and Infection and Prevention Control Policies. See in-service training as part of the daily duties. Ensure effective and efficient budget control and assets control for the department. Expect to relieve supervisor as part of development.

**ENQUIRIES
APPLICATIONS**

: Mr GNB Moeng Tel No: (011) 488 3424, Ms M. Maseko Tel No: (011) 488 4732
: Applications should be submitted at Charlotte Maxeke Johannesburg Academic Hospital, Admin Building Room 08. No. 17 Jubilee Road, Park town, 2193.

NOTE

: The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialed and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) –Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserves the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. Coloured Males, Coloured Females, Indian Males and Indian Females, African males and African Females are encouraged to apply.

CLOSING DATE

: 09 February 2024

POST 03/23

: **CHIEF SPEECH THERAPIST REF NO: REFS/019720**
Directorate: Speech Therapy and Audiology

SALARY

: R520 785 per annum, (plus benefits). Please note that the salary will be adjusted according to years of experience as per OSD policy.

CENTRE

: Charlotte Maxeke Johannesburg Academic Hospital

REQUIREMENTS

: Appropriate qualification that allows for the required registration with the Health Professional Council of South Africa (HPCSA) in Speech and Audiology profession. Registration with the HPCSA in Speech Therapy. A minimum of 3 years appropriate experience in Speech Therapy after registration with the HPCSA as an Independent Practitioner. Knowledge: Public Service Act and Regulations. Batho-Pele principles. PFMA Quality Assurance. Labour relations: Disciplinary and Conflict Management Procedures. Skills: Communication (written and verbal). Ability to work under pressure in a challenging environment. Interpersonal and Listening skills. Computer Literacy. Research skills. The following will be an added advantage: Working experience in an academic hospital.

DUTIES

: To coordinate and provide effective speech therapy service to in and outpatients. Planning and problem solving appropriately. Identifying departmental needs, managing waiting list, participating in implementing new services and developing management protocols for improved patient care. Control the identification of needs of therapeutic programmes and the execution thereof. Ensure quality/ risk management and control. Develop and review departmental policies, procedures and protocols and ensure adherence to applicable health legislation. Manage,

monitor assistive devices and control the cost centre. To manage all resources appropriately. Keep records, manage information and write reports. Collect and analyse data. To participate in all department, hospital and provincial activities. To work with in an MDT approach including attendance and participation in Providing education and counselling to patients, family and caregivers. Selecting issuing and training appropriate use of assistive devices. Monitoring and reviewing patient progress. Documenting patient information, statistics, attending ward rounds, discussions and meeting within a multidisciplinary team. Contributing to service development by monitoring, evaluating and co-ordinating existing and new services. Identifying departmental needs, managing waiting list, participating in implementing new services and developing management protocols for improved patients care. Providing public education regarding feeding and communication difficulties. To comply with all departmental procedures and protocols. To manage all resources appropriately. To complete monthly statistics and reports. To participate in all departmental, hospital and provincial activities. To work with in an MDT approach including attendance and participation in MDT meetings.

ENQUIRIES : Ms. T Radebe Tel No: (011) 488 4228/4296, Ms MP Rapetswa Tel No: (011) 488 3711

APPLICATIONS : Applications should be submitted on a (PDF Format only) to the following email-address: Medicalhr.Cmjah@gauteng.gov.za. Only online applications will be considered. Please use the reference as the subject.

NOTE : The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialed and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae only. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/Y YYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) - Verification (Reference checks- Provide at least 3 off which one must be an immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the posts). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities, African Males, Coloured Males, Coloured Females, Indian Males, Indian Females, White Males, White Females and African Females are encouraged to apply.

CLOSING DATE : 09 February 2024

POST 03/24 : **OPERATIONAL MANAGER GENERAL REF NO: REFS/019721**
Directorate: Nursing Department (Urology Ward)

SALARY : R497 193 per annum
CENTRE : Charlotte Maxeke Johannesburg Academic Hospital

REQUIREMENTS : Basic R425 qualification (diploma/ degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with SANC as a Professional Nurse. Have a

minimum of 7 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. The following will be an added advantage: Nursing Administration qualification. Computer literacy.

DUTIES

: Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices and how these impacts on Service delivery. Ensure clinical nursing practice by the nursing team (unit) in accordance with the scope of practice and nursing standards as determined by the institution. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Demonstrate a basic understanding of HR and financial policies. Demonstrate effective communication with patients and relatives, supervisors, other health professionals and junior colleges including more complex report writing when required. Work as part of the multi-disciplinary team on a supervisory level to ensure good nursing care by the nursing team. Work effectively and amicably at a supervisory level, with persons of diverse intellectual, cultural, racial or religious differences. Able to manage own work, time and that of junior colleges to ensure proper nursing service in the unit. Provide support and advice to health and educational institutions within the cluster and catchment area. Control the provision of required services through staff scheduling and supervision. Ensure that the environment complies with the Health and Safety Act and Infection and Prevention Control Policies. Expected to implement national, provincial and institutional TB and HIV policies. See in-service training as part of the daily duties. Ensure effective and efficient budget control and assets control for the department. Demonstrate an understanding of financial policies and practices. Have an in-depth knowledge of ordering, storing and control of equipment. Ensure that all staff under your care are trained on the use of different equipment in order to assist staff from the wards who might experience problems in operating such machines. Be accountable of all equipment under your care. Will be required to do hospital calls as required by the service.

ENQUIRIES
APPLICATIONS

: Mr GNB Moeng Tel No: (011) 488 3424, Ms M Maseko Tel No: (011) 488 4732
: Applications should be submitted at Charlotte Maxeke Johannesburg Academic Hospital, Admin Building Room 08, No. 17 Jubilee Road, Park town 2193.

NOTE

: The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialed and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) –Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserves the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. Coloured Males, Coloured Females, Indian Males and Indian Females, African males and African Females are encouraged to apply.

CLOSING DATE : 09 February 2024

POST 03/25 : **CLINICAL PROGRAMME COORDINATOR GRADE 1 REF NO: EHD2024/01/03 (X1 POST)**
Directorate: (WBPHCOT)

SALARY CENTRE REQUIREMENTS : R497 193 – R559 686 per annum, (plus benefits)
: Ekurhuleni Health District (SSDR)
: Grade 12 with Basic qualification accredited with SANC in terms of Government notice R425 (i.e. Diploma/Degree in Nursing) or equivalent that allows registration with South African Nursing Council as a Professional Nurse. Evidence of current registration with SANC. A minimum of 7years appropriate/ recognizable experience in Nursing after registration as a Professional Nurse with the SANC in General Nursing. Computer literacy and a valid driver's license is essential. Supervisory experience, good communication, presentation, and report writing skills. Knowledge and application of Batho Pele Principles. Good organizational and analytical skills. Ability to work independently and in a team and under pressure. Flexibility and good interpersonal relationship with colleagues and stakeholders.

DUTIES : Provide leadership to Ward Based Community Health Care teams at Sub District level. Training Community Health Care Workers and team leaders. Overseeing all Outreach Teams in the Sub District. Supervise and guide team leaders. Stakeholder consultation, liaising with facility managers and Sub-District Managers and School Health Coordinators. Collating monthly statistics and do Sub- District reports and monitoring and evaluation of team activities. Perform any functions as delegated by the supervisor.

ENQUIRIES APPLICATIONS : Ms PN Motshela Tel No: (078) 842 8435
: Applications to be sent to Ekurhuleni Health District, Hand Post and other means of posting, deliver to 40 Catlin Street Germiston 1400 or Private Bag X1005, Germiston, 1400.

FOR ATTENTION NOTE : Human Resource Manager
: Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. Applicants should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. Applicants must submit copies of qualifications, identity document and drivers' license (Where appropriate) and any other relevant documents. Such copies need not be certified when applying for a post. Therefore, only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from the HR department. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disabilities are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.

CLOSING DATE : 09 February 2024

POST 03/26 : **CLINICAL PROGRAMME COORDINATOR GRADE 1 (QUALITY ASSURANCE) REF NO: EHD2024/01/15**
Directorate: PHC

SALARY CENTRE REQUIREMENTS : R497 193 – R559 686 per annum, (plus benefits)
: Ekurhuleni Health District (ESDR)
: Grade 12 with Basic qualification accredited with SANC in terms of Government Notice No. R425 qualification, i.e. Diploma/ Degree in Nursing. A minimum of 7 years appropriate recognizable experience in Nursing after registration as a Professional Nurse. Computer literacy and valid driver's license is essential.

Knowledge of Quality Assurance, Ideal Clinic, clinic accreditation process and national Core Standards/OHSC (Officer of Health Standard Compliance) for Health Establishment. Good communication and presentation skills. Current registration with SANC.

DUTIES : The incumbent is needed to plan, implement, evaluate, maintain control and coordinate quality assurance in the southern sub-District. Prepare for and partake Peer Review evaluations. -Monitor the availability and equitable distribution of essential equipment in all facilities. Establish and sustain a quality assurance task team for the district to drive innovative and to plan strategies to improve the quality of Health Care Services e.g. Ideal clinic and national core standards. Monitor the availability of Policies and guidelines for the PHC programmes 100% of health facilities. Plan and facilitate the implementation of In-dept Programme review workshop. Implementation of an effective and functional complaints system and monitor corrective strategies. Monitoring of client satisfaction routinely monitor adverse events and implement client satisfaction questionnaire. Champion the conducting of client survey. Advocate for the rights of client in the Health Care System. Participate in multi-disciplinary Quality Assurance Task Team of various levels. Assist clinics and CHC with the implementation of Batho Pele Principles. Utilize Quality Assurance and Risk Management Strategies to create and maintain a safe environment for health delivery, Ensure timeous submission of patient safety incidence reports. Manage submissions for Khanyisa Awards. Provide ongoing feedback to top management. Address shortcomings and ensure timeous intervention of noncompliance to the set standards. Generates reports and maintain records of quality assessment.

ENQUIRIES : Ms N.M Xaba Tel No: (011) 737 9700
APPLICATIONS : Applications to be sent to Ekurhuleni Health District, Hand Post and other means of posting, deliver to 40 Catlin Street Germiston 1400 or Private Bag X1005, Germiston, 1400.

FOR ATTENTION : Human Resource Manager
NOTE : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicants should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.

CLOSING DATE : 09 February 2024

POST 03/27 : **PROFESSIONAL NURSE (ADVANCED MIDWIFERY AND NEONATAL) REF NO: EHD2024/01/04**
Directorate: Primary Health Care

SALARY : Grade 1: R431 265 – R497 193 per annum, (plus benefits)
Grade 2: R528 696 - R645 720 per annum, (plus benefits)

CENTRE : Ekurhuleni Health District (NSDR)

REQUIREMENTS : Grade 12 certificate with Basic qualification accredited with the South African Nursing Council in terms of Government Notice R425 (Diploma / Degree in nursing as a Professional Nurse. Post Basic Qualification with the duration of at least 1 year accredited with the SANC in terms of Government Notice R212 in the relevant specialty (Advanced Midwifery and Neonatal Nursing Science. A minimum of

- 4years appropriate experience in Nursing after registration as Professional Nurse with SANC in General Nursing. Evidence of current registration with SANC.
- DUTIES** : Provision of optimal holistic specialized nursing/clinical care with set standards and within a professional/legal framework. Effective utilization of human, material and service resources. Participation in training and research. Maintain professional growth/ethical standards and development of self and subordinates. Plan and organize own work, be a team leader and make relevant decision in matters concerning patient care. Promote quality of nursing care as directed by the core standards. Knowledge of all relevant mother and child policies, guidelines, and protocols. Perform any other duties delegated by Supervisor.
- ENQUIRIES** : Ms GS Mateza Tel No: (011) 565 5160
- APPLICATIONS** : Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 at Ground Floor or posted to The Human Resource Manager, Private Bag X1005, Germiston, 1400.
- NOTE** : No S&T claims and resettlement allowance will be paid. Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicant should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration.
- CLOSING DATE** : 09 February 2024
- POST 03/28** : **CLINICAL NURSE PRACTITIONER (PHC) REF NO: EHD2024/01/05**
Directorate: Primary Health Care
- SALARY** : Grade 1: R431 265 – R497 193 per annum, (plus benefits)
Grade 2: R528 696 - R645 720 per annum, (plus benefits)
- CENTRE** : Ekurhuleni Health District (NSDR)
- REQUIREMENTS** : Grade 12 with Basic qualification accredited with the South African Nursing Council in terms of Government Notice R425 (Diploma/ Degree in nursing as a Professional Nurse. Post Basic Qualification with the duration of at least 1 year accredited with the SANC in terms of Government Notice R48 in the relevant specialty (Clinical Nursing Science, Health Assessment, Treatment and Care). A minimum of 4 years appropriate experience in Nursing after registration as Professional Nurse with SANC in General Nursing. Evidence of current registration with SANC.
- DUTIES** : Provision of optimal holistic specialized nursing/clinical care with set standards and within a professional/legal framework. Effective utilization of human, material and service resources. Participation in training and research. Maintain professional growth/ethical standards and development of self and subordinates. Plan and organize own work, be a team leader and make relevant decision in matters concerning patient care. Promote quality of nursing care as directed by the core standards.
- ENQUIRIES** : Ms GS Mateza Tel No: (011) 565 5160
- APPLICATIONS** : Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 at Ground Floor or posted to The Human Resource Manager, Private Bag X1005, Germiston, 1400.
- NOTE** : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at

www.dpsa.gov.za. Applicant should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.

- CLOSING DATE** : 09 February 2024
- POST 03/29** : **PROFESSIONAL NURSE (ADVANCED MIDWIFERY AND NEONATAL) REF NO: EHD2024/01/06**
Directorate: Primary Health Care
- SALARY** : Grade 1: R431 265 – R497 193 per annum, (plus benefits)
Grade 2: R528 696 - R645 720 per annum, (plus benefits)
- CENTRE REQUIREMENTS** : Ekurhuleni Health District (ESDR)
Grade 12 certificate with Basic qualification accredited with the South African Nursing Council in terms of Government Notice R425 (Diploma/ Degree in nursing as a Professional Nurse. Post Basic Qualification with the duration of at least 1 year accredited with the SANC in terms of Government Notice R212 in the relevant specialty (Advanced Midwifery and Neonatal Nursing Science. A minimum of 4 years appropriate experience in Nursing after registration as Professional Nurse with SANC in General Nursing. Evidence of current registration with SANC.
- DUTIES** : Provision of optimal holistic specialized nursing/clinical care with set standards and within a professional/legal framework. Effective utilization of human, material and service resources. Participation in training and research. Maintain professional growth/ethical standards and development of self and subordinates. Plan and organize own work, be a team leader and make relevant decision in matters concerning patient care. Promote quality of nursing care as directed by the core standards. Knowledge of all relevant mother and child policies, guidelines and protocols. Perform any other duties delegated by Supervisor.
- ENQUIRIES APPLICATIONS** : Ms NM Xaba Tel No: (011) 737 9700
Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 at Ground Floor or posted to The Human Resource Manager, Private Bag X1005, Germiston, 1400.
- NOTE** : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicant should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile

will be taken into consideration. No S&T claims and resettlement allowance will be paid.

CLOSING DATE : 09 February 2024

POST 03/30 : **CLINICAL NURSE PRACTITIONER (PHC) REF NO: EHD2024/01/07**
Directorate: Primary Health Care

SALARY : Grade 1: R431 265 - R497 193 per annum, (plus benefits)
Grade 2: R528 696 - R645 720 per annum, (plus benefits)

CENTRE : Ekurhuleni Health District (ESDR)

ENQUIREMENTS : Grade 12 with Basic qualification accredited with the South African Nursing Council in terms of Government Notice R425 (Diploma/ Degree in nursing as a Professional Nurse. Post Basic Qualification with the duration of at least 1 year accredited with the SANC in terms of Government Notice R48 in the relevant specialty (Clinical Nursing Science, Health Assessment, Treatment and Care). A minimum of 4 years appropriate experience in Nursing after registration as Professional Nurse with SANC in General Nursing. Evidence of current registration with SANC.

DUTIES : Provision of optimal holistic specialized nursing/clinical care with set standards and within a professional/legal framework. Effective utilization of human, material and service resources. Participation in training and research. Maintain professional growth/ethical standards and development of self and subordinates. Plan and organize own work, be a team leader and make relevant decision in matters concerning patient care. Promote quality of nursing care as directed by the core standards.

ENQUIRIES : Ms NM Xaba Tel No: (011) 737 9700

APPLICATIONS : Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 at Ground Floor or posted to The Human Resource Manager, Private Bag X1005, Germiston, 1400.

NOTE : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicant should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.

CLOSING DATE : 09 February 2024

POST 03/31 : **PROFESSIONAL NURSE (ADVANCED MIDWIFERY AND NEONATAL) REF NO: EHD2024/01/08**
Directorate: Primary Health Care

SALARY : Grade 1: R431 265 – R497 193 per annum, (plus benefits)
Grade 2: R528 696 - R645 720 per annum, (plus benefits)

CENTRE : Ekurhuleni Health District (SSDR)

REQUIREMENTS : Grade 12 certificate with Basic qualification accredited with the South African Nursing Council in terms of Government Notice R425 (Diploma / Degree in nursing as a Professional Nurse. Post Basic Qualification with the duration of at least 1 year accredited with the SANC in terms of Government Notice R212 in the relevant specialty (Advanced Midwifery and Neonatal Nursing Science. A minimum of

- 4years appropriate experience in Nursing after registration as Professional Nurse with SANC in General Nursing. Evidence of current registration with SANC.
- DUTIES** : Provision of optimal holistic specialized nursing/clinical care with set standards and within a professional/legal framework. Effective utilization of human, material and service resources. Participation in training and research. Maintain professional growth/ethical standards and development of self and subordinates. Plan and organize own work, be a team leader and make relevant decision in matters concerning patient care. Promote quality of nursing care as directed by the core standards. Knowledge of all relevant mother and child policies, guidelines and protocols. Perform any other duties delegated by Supervisor.
- ENQUIRIES** : Ms PT Mngomezulu at 072 724 3190
- APPLICATIONS** : Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 at Ground Floor or posted to The Human Resource Manager, Private Bag X1005, Germiston, 1400.
- NOTE** : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicant should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.
- POST 03/32** : **CLINICAL NURSE PRACTITIONER (PHC) REF NO: EHD2024/01/09**
Directorate: Primary Health Care
- SALARY** : Grade 1: R431 265 – R497 193 per annum, (plus benefits)
Grade 2: R528 696 - R645 720 per annum, (plus benefits)
- CENTRE** : Ekurhuleni Health District (SSDR)
- REQUIREMENTS** : Grade 12 with Basic qualification accredited with the South African Nursing Council in terms of Government Notice R425 (Diploma/ Degree in nursing as a Professional Nurse. Post Basic Qualification with the duration of at least 1 year accredited with the SANC in terms of Government Notice R48 in the relevant specialty (Clinical Nursing Science, Health Assessment, Treatment and Care). A minimum of 4 years appropriate experience in Nursing after registration as Professional Nurse with SANC in General Nursing. Evidence of current registration with SANC.
- DUTIES** : Provision of optimal holistic specialized nursing/clinical care with set standards and within a professional/legal framework. Effective utilization of human, material and service resources. Participation in training and research. Maintain professional growth/ethical standards and development of self and subordinates. Plan and organize own work, be a team leader and make relevant decision in matters concerning patient care. Promote quality of nursing care as directed by the core standards.
- ENQUIRIES** : Ms PT Mngomezulu Tel No: (072) 724 3190
- APPLICATIONS** : Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 at Ground Floor or posted to The Human Resource Manager, Private Bag X1005, Germiston, 1400.
- NOTE** : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicant should register their application forms on the specific

register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.

- CLOSING DATE** : 09 February 2024
- POST 03/33** : **PROFESSIONAL NURSE (SPECIALTY NURSING) GRADE 1 – GRADE 2 (QUALITY ASSURANCE) REF NO: EHD2024/01/16**
Directorate: Primary Health Care
- SALARY** : Grade 1: R431 265 – R497 193 per annum, (plus benefits)
Grade 2: R528 696 - R645 720 per annum, (plus benefits)
- CENTRE REQUIREMENTS** : Ekurhuleni Health District (Nokuthela Ngwenya CHC)
Grade 12 with Basic qualification accredited with the South African Nursing Council in terms of Government Notice R.425 (Diploma / Degree) or equivalent in nursing as a Professional Nurse. Post Basic Qualification with the duration of at least 1 year accredited with the SANC in terms of Government Notice R.48 and R.212 (Clinical Nursing Science, Health Assessment, Treatment and Care or Advanced Midwifery and Neonatal Science). A minimum of 4 years appropriate /recognizable experience in Nursing after registration as Professional Nurse with the SANC in General Nursing. Current Registration with SANC as a Professional Nurse. Computer literacy is recommended. Knowledge of quality assurance prescripts (OHSC, OHS, Risk identification etc.)
- DUTIES** : The incumbent is needed to plan, implement, evaluate, maintain control and coordinate quality assurance in the facility. Prepare and partake peer review evaluation. Implementation of Ideal Clinic, OHSC, occupational Health and Safety policy, complaints /compliments and suggestion guidelines and monitoring of compliance. Implementation of patient safety incidents guidelines, infection prevention and control guidelines/policies. Implementation and monitoring of Health Care Waste compliance. Formulation and implementation of quality improvement plans. Hold quality assurance meeting in the facility and attend district and other levels as expected. Write quality assurance reports and submit to the next level as expected. Participate in multidisciplinary quality assurance teams. Advocate for rights of the clients in the facility and promote Batho- Pele principles. conduct client satisfaction survey and monitor routinely for compliance. Liaise with sub district quality assurance coordinator. In service training to all staff on quality assurance issues.
- ENQUIRIES APPLICATIONS** : Ms NC Skosana Tel No: (011) 737 9700
Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 at Ground Floor or posted to The Human Resource Manager, Private Bag X1005, Germiston, 1400.
- NOTE** : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicant should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other

relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.

- CLOSING DATE** : 09 February 2024
- POST 03/34** : **PROFESSIONAL NURSE (SPECIALTY NURSING) GRADE 1 – GRADE 2 (QUALITY ASSURANCE) REF NO: EHD2024/01/17**
Directorate: Primary Health Care
- SALARY** : Grade 1: R431 265 – R497 193 per annum, (plus benefits)
Grade 2: R528 696 - R645 720 per annum, (plus benefits)
- CENTRE** : Ekurhuleni Health District (Phillip Moyo CHC)
- REQUIREMENTS** : Grade 12 with Basic qualification accredited with the South African Nursing Council in terms of Government Notice R.425 (Diploma / Degree) or equivalent in nursing as a Professional Nurse. Post Basic Qualification with the duration of at least 1 year accredited with the SANC in terms of Government Notice R.48 and R.212 (Clinical Nursing Science, Health Assessment, Treatment and Care or Advanced Midwifery and Neonatal Science). A minimum of 4 years appropriate /recognizable experience in Nursing after registration as Professional Nurse with the SANC in General Nursing. Registration certificate with SANC as a Professional Nurse. Computer literacy is recommended. Knowledge of quality assurance prescripts (OHSC, OHS, Risk identification etc.)
- DUTIES** : The incumbent is needed to plan, implement, evaluate, maintain control and coordinate quality assurance in the facility. Prepare and partake peer review evaluation. Implementation of Ideal Clinic, OHSC, occupational Health and Safety policy, complaints /compliments and suggestion guidelines and monitoring of compliance. Implementation of patient safety incidents guidelines, infection prevention and control guidelines/policies. Implementation and monitoring of Health Care Waste compliance. Formulation and implementation of quality improvement plans. Hold quality assurance meeting in the facility and attend district and other levels as expected. Write quality assurance reports and submit to the next level as expected. Participate in multidisciplinary quality assurance teams. Advocate for rights of the clients in the facility and promote Batho- Pele principles. conduct client satisfaction survey and monitor routinely for compliance. Liaise with sub district quality assurance coordinator. In service training to all staff on quality assurance issues.
- ENQUIRIES** : Ms L Grobler Tel No: (073) 762 9345
- APPLICATIONS** : Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 at Ground Floor or posted to The Human Resource Manager, Private Bag X1005, Germiston, 1400.
- NOTE** : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicant should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to

medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.

- CLOSING DATE** : 09 February 2024
- POST 03/35** : **PROFESSIONAL NURSE (SPECIALTY NURSING) GRADE 1 – GRADE 2 (QUALITY ASSURANCE) REF NO: EHD2024/01/18**
Directorate: Primary Health Care
- SALARY** : Grade 1: R431 265 – R497 193 per annum, (plus benefits)
Grade 2: R528 696 - R645 720 per annum, (plus benefits)
- CENTRE** : Ekurhuleni Health District (Daveyton Main CDC)
- REQUIREMENTS** : Grade 12 with Basic qualification accredited with the South African Nursing Council in terms of Government Notice R.425 (Diploma / Degree) or equivalent in nursing as a Professional Nurse. Post Basic Qualification with the duration of at least 1 year accredited with the SANC in terms of Government Notice R.48 and R.212 (Clinical Nursing Science, Health Assessment, Treatment and Care or Advanced Midwifery and Neonatal Science). A minimum of 4 years appropriate /recognizable experience in Nursing after registration as Professional Nurse with the SANC in General Nursing. Current Registration SANC as a Professional Nurse. Computer literacy is recommended. Knowledge of quality assurance prescripts (OHSC, OHS, Risk identification etc.)
- DUTIES** : The incumbent is needed to plan, implement, evaluate, maintain control and coordinate quality assurance in the facility. Prepare and partake peer review evaluation. Implementation of Ideal Clinic, OHSC, occupational Health and Safety policy, complaints /compliments and suggestion guidelines and monitoring of compliance. Implementation of patient safety incidents guidelines, infection prevention and control guidelines/policies. Implementation and monitoring of Health Care Waste compliance. Formulation and implementation of quality improvement plans. Hold quality assurance meeting in the facility and attend district and other levels as expected. Write quality assurance reports and submit to the next level as expected. Participate in multidisciplinary quality assurance teams. Advocate for rights of the clients in the facility and promote Batho- Pele principles. conduct client satisfaction survey and monitor routinely for compliance. Liaise with sub district quality assurance coordinator. In service training to all staff on quality assurance issues.
- ENQUIRIES** : Mr K Dlangalala at (081) 049 7443
- APPLICATIONS** : Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 at Ground Floor or posted to The Human Resource Manager, Private Bag X1005, Germiston ,1400.
- NOTE** : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicant should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.
- CLOSING DATE** : 09 February 2024

POST 03/36 : **DIAGNOSTIC RADIOGRAPHER GRADE 1 – GRADE 3 REF NO: EHD2024/01/10**
 Directorate: Therapeutic Services
 This post is a re-advertisement, applicants who applied previously are encouraged to re-apply.

SALARY : Grade 1: R359 622 – R408 201 per annum, (plus benefits)
 Grade 2: R420 015 – R477 771 per annum, (plus benefits)
 Grade 3: R491 676 – R595 251 per annum, (plus benefits)

CENTRE REQUIREMENTS : Ekurhuleni Health District
 : Grade 12 with National Diploma or Degree in Diagnostic Radiography Qualification. Current registration as an independent diagnostic radiographer. Relevant experience required after registration with the HPCSA as an independent diagnostic radiographer. Must have completed community service as per requirements of the professional body. Computer knowledge, time management, communication (written & verbal) and report writing skills. Good interpersonal relations. Knowledge of Public Service legislation, Policies and Procedures. Knowledge and relevant experience in radiographic procedures, Quality Control and Record keeping processes is essential. Willingness to rotate within the district as and when required. Current registration with HPCSA.

DUTIES : Participate in providing 24-hour Radiographic services in the CHC and District. Be part of the stand-by allocation or roster. Advise the management in Radiographic policy planning and implementation for service improvement. To adhere to Batho Pele Principles, Regulated Norms and Standards and Ideal Clinic Realisation and Maintenance framework, Quality Assurance and other Public Service policies and Acts. Manage conflict and implement corrective measures as and when necessary. Carry out duties delegated by the Departmental Management. Must be a team player within the Department and Institution/District. Perform and ensure that prescribed Quality Assurance/Control protocols are adhered to. Perform any ad-hoc duties allocated by Management. Be actively involved in in-service training and CPD activities.

ENQUIRIES APPLICATIONS : Ms MM Modise Tel No: (011) 876 1776
 : Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 at Ground Floor or posted to The Human Resource Manager, Private Bag X1005, Germiston, 1400.

NOTE : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicant should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration. qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.

CLOSING DATE : 09 February 2024

POST 03/37

OCCUPATIONAL THERAPY TECHNICIAN REF NO: REFS/019724 (X2 POSTS)

Directorate: Clinical Services

- SALARY** : Grade 1: R243 627 per annum, (plus benefits)
Grade 2: R284 088 per annum, (plus benefits)
- CENTRE** : Dr. George Mukhari Academic Hospital
- REQUIREMENTS** : Registration with HPCSA as an Occupational Therapy Technician and current registration at the HPCSA. Computer literate in MS office. Ability to work under pressure. Ability to interact with patients, therapists and family/public. Ability to interact with the multidisciplinary team. Good time management and communication skills.
- DUTIES** : Render an Occupational Therapy service under the supervision/guidance of an Occupational therapist in allocated area of work that complies with the standards and norms as indicated by Health policies. Participate in administrative and quality assurance tasks according to norms. Identify and report on risks. Participate in professional and generic development programs. Assist with student training where applicable.
- ENQUIRIES** : Ms R Best Tel No: (012) 529 509
- APPLICATIONS** : Applications can be delivered to: Dr. George Mukhari Academic Hospital, 3111 Setlogelo Drive, Ga-Rankuwa, 0208, Nurses Home Block 13 (HR Registry) or posted to: Dr. George Mukhari Academic Hospital, Private Bag X422, Pretoria, 0001. Due to technical problems with GPG vacancy website that the institution is consistently faced with, applicants are encouraged to apply using any of the above methods.
- NOTE** : Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the completed CV and new updated Z83 form obtainable from any Public Service Department or on the internet at www.gov.za/documents. Received applications using the incorrect application for employment (old Z83) will not be considered. Each application for employment must be fully completed, initialed, and signed by the applicant. Failure to complete will lead to disqualification during the selection process. Section A, B, C and D must be completed in full. Section E, F and G: Noting that there's a limited space provided applicants often indicate "refer to Curriculum Vitae (CV) or see attached", this is acceptable if the CV has been attached and provides the required information. The question that relates to conditions that prevents re-appointment under part F must be answered. Declaration must be completed and signed). Only shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the day of the interview. Please ensure that the specific reference number is quoted correctly. Correspondence will be entered with shortlisted candidates only. If you have not been contacted within three (3) months after closing date of this advertisement, please accept that your application was unsuccessful. The employer reserves the right to fill this position. It is legislative requirement that all newly appointed staff members be subjected to Personnel Suitability Check (PSC) - Verification, upon appointment within the department. This verification processes entails reference checks, identity verification, qualification verification, criminal records checks. Successful candidates will be subjected to OHS medical surveillance as required by HBA regulations within OHS Act 85 of 1993.
- CLOSING DATE** : 09 February 2024. Closing time will be 12h00 on the closing date.

POST 03/38

NURSING ASSISTANT GRADE 1 REF NO: EHD2024/01/12

Directorate: Clinical Forensic Medical Services

This post is a re-advertisement, applicants who applied previously are encouraged to re-apply. Applicants that previously applied are encouraged to re-apply.

- SALARY** : R157 761 – R175 728 per annum, (plus benefits)
- CENTRE** : Ekurhuleni Health District
- REQUIREMENTS** : Grade 12 with Qualifications that allows registration with SANC as Enrolled Nursing Assistant. Current registration with SANC as Enrolled Nursing Assistant. Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal principles. Basic communication skills, elementary writing skills, ability to function as part of a team and interpersonal skills. Knowledge of Batho

- Pele principles and Patients' Rights Charter. Knowledge of HIV prevention strategies and management of patients who experienced gender-based violence. Must be prepared to work shifts including night duty, weekends and public holidays. Grade 1: Less than ten (10) years appropriate experience after registration as an Enrolled Nursing Assistant with the SANC.
- DUTIES** : Assist patients with activities of daily living. Provide elementary clinical nursing care. Maintain professional growth/ethical standards and self – development. Maintain hygiene of patients. Provide nutrition. Assist with elimination process. Measure, interpret and record vital signs. Counselling patients who experienced Gender Based Violence. Pre and post counselling including testing for HIV. Operate all relevant apparatus and equipment. Assist professional nurses with clinical procedures. Preparation of patients for diagnostic and surgical procedures. Maintain the code of conduct as required in the Public Service. Perform all other duties delegated by Supervisor/Manager.
- ENQUIRIES APPLICATIONS** : Ms A Mabunda Tel No: (011) 876 1793
: Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 or posted to The Human Resource Manager, Private Bag X1005, Germiston, 1400.
- NOTE** : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicants should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disabilities are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.
- CLOSING DATE** : 09 February 2024
- POST 03/39** : **NURSING ASSISTANT GRADE 1 REF NO: EHD2024/01/14**
Directorate: PHC
- SALARY CENTRE REQUIREMENTS** : R157 761 – R175 728 per annum, (plus benefits)
: Ekurhuleni Health District (NSDR)
: Grade 12 Certificate. Qualifications that allow registration with SANC as Enrolled Nursing Assistant. Current registration with SANC as Enrolled Nursing Assistant. Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal principles. Basic communication skills, elementary writing skills, ability to function as part of a team and interpersonal skills. Knowledge of Batho Pele principles and Patients' Rights Charter. Must be prepared to work shifts including night duty, weekends, and public holidays. Grade 1: Less than ten (10) years appropriate experience after registration as a Enrolled Nursing Assistant with the SANC.
- DUTIES** : Assist patients with activities of daily living. Provide elementary clinical nursing care. Maintain professional growth/ethical standards and self – development. Maintain hygiene of patients. Provide nutrition. Assist with elimination process. Measure, interpret and record vital signs. Assist professional nurses with clinical procedures. Preparation of patients for diagnostic and surgical procedures. Maintain the code of conduct as required in the Public Service. Perform all other duties delegated by Supervisor/Manager within scope of practise.
- ENQUIRIES** : Ms GS Mateza Tel No: (011) 565 5160

- APPLICATIONS** : Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 at Ground Floor or posted to The Human Resource Manager, Private Bag X1005, Germiston, 1400.
- NOTE** : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicant should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.
- CLOSING DATE** : 09 February 2024
- POST 03/40** : **MEDICAL SPECIALIST (SESSION) REF NO: REFS/019714**
Directorate: Anaesthesia
- SALARY** : R585.00 (per hour)
CENTRE : Charlotte Maxime Johannesburg Academic Hospital
REQUIREMENTS : Appropriate qualification that allows for registration with HPCSA as a Medical Specialist in Anaesthesia. Registration with the HPCSA as a Medical Specialist in Anaesthesia and current registration. No experience required after registration with the HPCSA as Medical Specialist in Anaesthesia. Following will be an added advantage: post-registration experience as a specialist is a recommendation but not required.
- DUTIES** : To administer and oversee the administration of Anaesthesia at all levels and service points. Providing clinical services in Anaesthesia subspecialties as determined by the department. Participate and assist in teaching and training of both undergraduate and postgraduate students. Perform administrative duties as delegated by the Head of Department. Conduct clinical research/ audits and/ or participate in the research programs in the department and supervise MMed research studies. Comply with the Performance Management and Development System (contracting, quarterly or semester reviews and final assessment).
- ENQUIRIES** : Dr M Khalpey Tel No: (011) 488 4344/ (083) 446 6555, Ms MP Rapetswa Tel No: (011) 488 3711
- APPLICATIONS** : Applications should be submitted strictly on a (PDF Format only) to the following e-mail address: Medicalhr.Cmjah@gauteng.gov.za. Please use the reference as subject.
- NOTE** : The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialed and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae only. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/Y YYY). The information on the new 283 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) - Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor and must be

contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the posts). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities, Coloured Males, Coloured Females, White Males, Indian Males, African Males, Indian Females, White Females, African Females are encouraged to apply.

- CLOSING DATE** : 09 February 2024 by 12H00
- POST 03/41** : **PODIATRIST GRADE 1 – GRADE 3 SESSIONS REF NO: EHD2024/01/01**
Directorate: Therapeutic Services
- SALARY** : Grade 1: R237.00 per hour
Grade 2: R277.00 per hour
Grade 3: R324.00 per hour
- REQUIREMENTS** : Grade 12 certificate with appropriate qualification (degree/ diploma) that allows for the required registration with the health profession council of SA (HPCSA) in the relevant profession as a Podiatrist. HPCSA registration as an independent Practitioner and Current registration with HPCSA. Knowledge in community-based rehabilitation (CBR) and Primary Health care services. A valid drivers' license is essential. A sound knowledge of clinical theory, practice and ethics relating to the delivery of podiatry services within a clinic setting. Good communication skills (verbal and written). Ability to work in a multidisciplinary team. **Grade 1:** Less than 10 years' experience required after registration with the HPCSA in the relevant profession (where applicable) in respect of RSA qualified employees who performed community service in the relevant profession as required in South Africa. **Grade 2:** A minimum of 10 years relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of RSA qualified employees who performed community service in the relevant profession as required in South Africa. **Grade 3:** A minimum of 20 years relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of RSA qualified employees who performed community service in the relevant profession as required in South Africa.
- DUTIES** : Render effective and efficient patient centred podiatry service for all patients in need of such services in adherence to the scope of podiatry and health protocols of the department of health. To work within a multidisciplinary team, relieve as and when the need arises. Carry out delegated duties. Implement and maintain the quality assurance and national core standards and norms at departmental level. Adhere to provincial, district and departmental policies, procedures, guidelines, and regulations. Knowledge of Batho Pele Principles, Mission and vision of the Gauteng department of health. Perform recordkeeping and data collection. assist with budget control and asset management. Communicate effectively with all stakeholders. Exercise care with consumables and equipment.
- ENQUIRIES** : Ms A Tshivhase/Mr G Mavimbela Tel No: (011) 876 1776
- APPLICATIONS** : Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 or posted to The Human Resource Manager, Private Bag X1005, Germiston, 1400.
- NOTE** : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicants should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public

Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disabilities are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.

**PROVINCIAL ADMINISTRATION: KWAZULU NATAL
DEPARTMENT OF HEALTH**

OTHER POSTS

<u>POST 03/42</u>	:	<u>PHARMACIST REF NO: NDH02/2024 (X2 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R768 489 – R814 437 per annum Grade 2: R830 751 – R880 521 per annum Grade 3: R906 540 – R961 614 per annum Other Benefits: 13th cheque, housing allowance (employees must meet the prescribed requirements), (medical aid optional)
<u>CENTRE REQUIREMENTS</u>	:	Northdale Hospital Grade 1: No experience required. Grade 12 certificate or equivalent. Degree in pharmacy. Registration certificate with SAPC as a Pharmacist. Current registration with SAPC 2024. Non-South African citizen applicants, need to have a valid work permit in compliance with HR circular 49 of 2008 obtainable from any government department. Grade 2: 5 years' experience after registration with SAPC as a Pharmacist. Grade 12 certificate or equivalent. Degree in pharmacy. Registration certificate with SAPC as a Pharmacist. Current registration with SAPC 2024. Non-South African citizen applicants, need to have a valid work permit in compliance with HR circular 49 of 2008 obtainable from any government department. Grade 3: 13 years' experience after registration with SAPC as a Pharmacist. Grade 12 certificate or equivalent. Degree in pharmacy. Registration certificate with SAPC as a Pharmacist. current registration with SAPC 2024. Non-South African citizen applicants, need to have a valid work permit in compliance with HR circular 49 of 2008 obtainable from any government department. Recommendations: A valid code 08 driver's license. Ability to use Rx Solutions dispensing and stock control modules. Knowledge, Skills, and Experience: Knowledge of Pharmaceutical services policies, approaches and procedures. Knowledge and understanding of the legislative prescripts governing the Public Service, Pharmacy Practice, District Health System, Essential Drug List, Norms & Standards, and the National Drug Policy. Knowledge of financial management. Knowledge of and / or experience in the outpatient, inpatient service, and Pharmacy store. Knowledge of the principles of drug therapy and the functions and operations of a Drug and Therapeutics Committee. Excellent communication and computer skills, project, and time management skills. Commitment to service excellence, good supervisory, analytical and team building skills. Ability to manage conflict and apply disciplinary procedures. Knowledge of Policies and procedures pertaining to stock control. Good team building, problem solving and leadership skills.
<u>DUTIES</u>	:	Provide a comprehensive pharmaceutical service to patients, wards and departments as per the GPP and scope of practice of a pharmacist. Evaluation of the patient medicine related needs by determining the indication, safety and effectiveness of the prescribed therapy. Prepare, compound, prepack / repack, label and dispense all patient prescriptions (Outpatients and TTO's), ward / department stock issues. Furnishing of information and advice to any person with regards to safe and effective use of medicines. Provide comprehensive patient counselling and liaison with clinicians to ensure best therapeutic outcomes. Determining adherence to therapy and provide necessary follow up to ensure best therapeutic outcomes. Promote rational use of medicines. Supply of schedule 5 and 6 medicines including the recording and balancing of the schedule 5 and 6 registers. Stock management (ordering, receipt, issue, control, maintaining stock levels, record-keeping and storage of pharmaceuticals and non-pharmaceuticals). Review and update of section and ward order requisition sheets, stock levels, obsolete, low demand, new formulary medicines, repeatedly requisitioned medicines, out of stock medicines. Monitor supplier performance and report stock outs. Implement measures to minimize pharmaceutical waste. Waste Management, Occupational Health and Safety compliance, Infection Prevention and Control. Medicine Utilization Reviews and Prescription Audits. Deputize for the Pharmacy supervisor when required. Develop and review departmental policies and standard operating procedures (SOP). Supervise and train staff in accordance

with departmental policies and SOPs. Co-ordination of activities/ participation in the Pharmacy Therapeutics Committee, Anti- Microbial Stewardship committee, Risk Management Committee, Waste Disposal. Take part in activities and organisation of the Pharmacy month. Ensure necessary ordering procedures are in place for wards, departments and PHC facilities to ensure appropriate usage of medicine. Perform ward rounds, and ward checks. Ensure security of pharmaceutical stock is maintained at all times. Evaluate and manage staff performance within your area, comply with the performance management and development system. Participate in Continuous Professional Development, in-service training, and register as a tutor for the purposes of training Pharmacist Assistants and Pharmacist interns. Collection and recording of statistics and information. Compilation of reports. Participate in Quality Improvement Programmes. Perform audits and surveys. Perform monthly PHC supervisory support visits. Participate in marketing of the CCMDD programme activities. Perform overtime, and standby duty.

- ENQUIRES** : Mr LS Mbatha Tel No: (033) 397 6506
- APPLICATIONS** : All applications to be posted to: The Human Resource Department, Northdale Hospital, Private Bag X9006, Pietermaritzburg, 3201.
- FOR ATTENTION** : Mrs NR Madlala
- NOTE** : NB: Applicants are submitting Z83 and CV only. Only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR.
- CLOSING DATE** : 09 February 2024
- POST 03/43** : **OPERATIONAL MANAGER-PHC (GATEWAY CLINIC) REF NO: APP/01/2024**
Component: Nursing-PHC
- SALARY** : R627 474 – R703 752 per annum. Other Benefits 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements). Rural allowance 8%
- CENTRE** : Appelsbosch Hospital
- REQUIREMENTS** : Grade 12 (Senior Certificate). Degree/National Diploma in General Nursing and Midwifery. Current registration with SANC (2024) as a Professional Nurse and Midwifery. A Post basic nursing qualification with a duration of at least 1 year in Curative skills in Primary health Care accredited with SANC. A minimum of nine (09) years appropriate/recognisable experience in nursing after registration as Professional nurse with SANC in General Nursing. At least five (05) years of the period referred to above must be appropriate/recognisable experience in the specific specialty after obtaining the one (1) year post-basic qualification in the relevant specialty. Current and previous work experience endorse by Human resource. When shortlisted you are to bring all the required documents. Recommendations Computer literacy. Valid Driver's license Code C1 (10). Knowledge, Skills, Training, and Competencies Required: Knowledge of Nursing Care process and procedures, nursing statutes, and other relevant legal frameworks. Leadership, organizational, decision making and problem-solving abilities within the limit of the public sector and institutional policy framework. Interpersonal skills including public relations, negotiating, conflict handling and counselling skills. Financial and budgetary knowledge pertaining to the relevant resources under management. Insight into procedures and policies pertaining to nursing care. Computer skills in basic programmes. Good verbal and written communication and report writing skills. Knowledge of code of conduct, Labour relations, conflict management and negotiations skills. Ability to function within the team. Skills in organizing, planning, co-ordinating and supervising. Knowledge of National Core Standards, Batho Pele Principles and Patient's Right Charter.
- DUTIES** : Accelerate implementation of PHC re-engineering. Reduce the burden diseases. Achieve universal health coverage, access to quality essential health care service and safe, effective, quality essential medicines and vaccines. Provide strategic leadership in the delivery of integrate sub district health services based on a relevant policy imperative. Ensure adequate control, management and allocation of Human, Financial and material resources. Facilitate that clinic has functional clinic committee and ensure community participation. Plan and monitor utilization of budget to ensure that the clinic functions within the allocated budget. Supervise

and monitor staff performance according to EPMSD. Deal with disciplinary grievance matters including monitoring and managing absenteeism. Facilitate provision of clinical service, educational services and be involve in medical research. Evaluate and monitor compliance with clinical protocols norms and standards within the clinic. Analyse and interpret statistic including PHC programme indicators. Participate in operation and maintenance of Ideal Clinic Programme and Core standards in facility. Coordinate and manage the provision of the service to manage COVID-19 pandemic. Support PHC re-engineering by ensuring that outreach teams are functional. Participate in clinical audit and quality improvement programmes. Mentor and teach staff, patients and their relatives. Maintain accurate record keeping according to legal requirements/prescript.

- ENQUIRIES** : Mr SM Ntuli: Deputy Manager Nursing-PHC Tel No: (032) 294 8000
- APPLICATIONS** : Applications should be forwarded to: The Chief Executive Officer, Private Bag X215, Ozwathini, 3242.
- FOR ATTENTION** : Human Resource Manager
- NOTE** : NB: Applicants are encouraged to hand delivered or courier their applications this office will not be responsible for late or lost applications due to unreliable post office. Equity target: African male.
- CLOSING DATE** : 09 February 2024
- POST 03/44** : **OPERATIONAL MANAGER –GENERAL STREAM (NIGHT DUTY) REF NO: MOSV 01/2024 (X1 POST)**
- SALARY** : R497 193 per annum. Other Benefits: 13th Cheque Medical Aid (Optional) Housing Allowance (Employee must meet prescribed requirements) 12% Rural Allowance.
- CENTRE** : Mosvold Hospital
- REQUIREMENTS** : Grade 12 (Senior Certificate) Standard 10 Degree/Diploma in General Nursing and Midwifery, Registration as a Professional Nurse with SANC in General Nursing and midwife; A minimum of 7 years appropriate/recognizable experience in General Nursing after registration as a Registered Nurse, Professional Nurse with SANC in General Nursing; Current SANC registration (2024) will be required only when shortlisted. Recommendations: 3 years' management experience/unit management, Degree/Diploma in Nursing Administration. Knowledge, Skills, Training and Competences Required: Work effectively, co-operatively, amicably at supervisory level with person of diverse intellectual' cultural and racial differences, Human Resource and financial management skills; Sound knowledge of disciplinary processes and grievance procedures; Knowledge of nursing care process and procedures. Sound knowledge of all legislation and regulations applicable to the health services and nursing status.
- DUTIES** : Ensure adequate supervision of staff and provision of quality patient care in efficient and cost-effective manner. Facilitate and strengthen implementation of health care service delivery policies procedures. Prioritize Ideal hospital and maintenance realization, Batho Pele Principles, Quality improvement initiatives including national priority program plans of NCS and National Health. Manage and monitor proper utilization of Human and financial resources. Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards, and procedures. Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care. Coordinate and monitor the implementation of Nursing plan and evaluation. Maintain constructive working relationship with nursing and other stakeholders (i.e. inter-personal, inter-sectoral and multi-disciplinary teamwork). Co-ordinate the supervision of midnight statistics from the wards to the Head Office. Maintain a positive and caring attitude and facilitate constructive relationship with others as per code of conduct. To relieve in day duty services in cases of shortage as requested by Deputy Manager Nursing or Assistant manager nursing.
- ENQUIRIES** : All enquiries should be directed to Mr MK Khanyile Tel No: (035) 591 0122
- APPLICATIONS** : All applications must be addressed to Mosvold Hospital, Private Bag X02211, Ingwavuma, 3968 or Hand delivered to Human Resource Office. NB: Due to delays at Post Office applicants are encouraged to hand deliver, courier the applications or email to SIndokuhle.sithole@kznhealth.gov.za
- NOTE** : Applications must be submitted on the new Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the

website –www.kznhealth.gov.za must be accurately and fully completed, dated and signed. Reference Number must be indicated in the column provided on the form Z.83. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Documents will be limited to shortlisted candidates. Therefore, only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. Failure to comply with the above instructions will disqualify the applicants. The reference number must be indicated in the column provided on Z83 e.g. Reference number (MOSV/01/2021). Please note that due to large number of applications received, applications will not be acknowledged, however, only the shortlisted applications will be advised of the outcome. If you have not heard from us two months after closing date, please consider your application as being unsuccessful. The appointments are subject to positive outcome obtained from the NIA to the employment verification following checks (security clearance, credit records, qualifications, citizenship, and previous experience employment verifications). Please note that candidates will not be reimbursed for S&T claims for attending interviews. Failure to comply will result in the application not being considered. Person with disabilities should feel free to apply for the post. The employment equity target for this post is African Male.

- CLOSING DATE** : 09 February 2024
- POST 03/45** : **CLINICAL PROGRAMME COORDINATOR (IPC) REF NO: MOSV02/2024 (X1 POST)**
- SALARY** : R497 193 - R559 686 per annum. Other Benefits: Housing/Homeowners Allowance, 13th Cheque, Medical Aid (Optional), ISRD NODE (12%)
- CENTRE** : Mosvold Hospital
- REQUIREMENTS** : Grade 12/ Standard 10 (Senior Certificate). Basic R425 qualification Degree/ Diploma: General Nursing or Equivalent qualification that allows registration with (SANC) as a General Nurse and Midwife. Proof of current registration with South African Nursing Council (2024 Receipt) will be required only when shortlisted. A minimum of 7 years' experience appropriate/ recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. Valid Drivers' License- please note it is imperative that the successful candidate has a valid driver's license as he/ she will be traveling regularly to Clinics and District Office will be required Only when shortlisted. Certificate of service from previous and current employer endorsed and stamped by HR will be required only when shortlisted. Recommendations: Certificate in infection Prevention and control. Computer literacy. Knowledge, Skills Training and Competencies Required: Knowledge of Nursing Care Processes and Procedures, Nursing Statutes and other relevant Legal Frameworks i.e. Nursing Act, Infection Prevention and control, Occupational Health and Safety Act. Patients Right Charter, Batho Pele Principals, Public Services regulations, Labour Relations, Human Resource and Grievance Procedures etc. Work effectively and amicably at supervisory level, demonstrating leadership, organizational decision making and problem-solving abilities. Demonstrate good report writing and presentation skills as a communication strategy to enhance service delivery. Financial and budget knowledge pertaining to the relevant resources under management. Knowledge about Norms and Standards/Ideal hospital/Ideal clinic related to Infection Prevention and Control.
- DUTIES** : Ensure that the development, implementation and review of infection Prevention and Control guidelines, protocols, norms, and standards are in line with current standards of practice regulations and the objectives of service. Provide professional and technical support for the provision of quality patient care through proper management of relevant Programmes e.g. Regular audits, accurate record keeping; identify health indicators and risk factors, in-service training/ health education for all staff and clinics on infection Control and Prevention. Surveillance of health care associated infections, anti-microbial resistance, and notifiable conditions. Establish, maintain, and participate in inter-professional and multi-disciplinary teamwork that promotes effective and efficient health care e.g. attend meetings, participate with the members of the health team in decision making pertaining to health care delivery, consult/ liaise with organizations and special

interest group. Coordinates functions and activities of the infection prevention and control. To ensure a high standard of infection prevention and control by monitoring infection risks to patients, visitors, and Health Care Workers. Ensure a high standard of thoroughness and accuracy in minimizing further transmission of communicable diseases. Promote intersectional liaison. Inculcates in every employee, patient, and their families the knowledge, interests and alertness to principles.

ENQUIRIES : All enquiries should be directed to Mr MK Khanyile Tel No: (035) 591 0122
APPLICATIONS : All applications must be addressed to Mosvold Hospital, Private Bag X02211, Ingwavuma, 3968 or Hand delivered to Human Resource Office. NB: Due to delays at Post Office applicants are encouraged to hand deliver, courier the applications or email to Slindokuhle.sithole@kznhealth.gov.za

NOTE : Applications must be submitted on the new Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website –www.kznhealth.gov.za must be accurately and fully completed, dated and signed. Reference Number must be indicated in the column provided on the form Z.83. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Documents will be limited to shortlisted candidates. Therefore, only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. Failure to comply with the above instructions will disqualify the applicants. The reference number must be indicated in the column provided on Z83. e.g. Reference number (MOSV/01/2021). Please note that due to large number of applications received, applications will not be acknowledged, however, only the shortlisted applications will be advised of the outcome. If you have not heard from us two months after closing date, please consider your application as being unsuccessful. The appointments are subject to positive outcome obtained from the NIA to the employment verification following checks (security clearance, credit records, qualifications, citizenship, and previous experience employment verifications). Please note that candidates will not be reimbursed for S&T claims for attending interviews. Failure to comply will result in the application not being considered. Person with disabilities should feel free to apply for the post. The employment equity target for this post is African Male.

CLOSING DATE : 09 February 2024

POST 03/46 : **PROFESSIONAL NURSE - SPECIALTY REF NO: CTK 47/2023**
 Branch: Human Resources

SALARY : Grade 1: R431 265 – R497 193 per annum
 Grade 2: R528 696 - R645 720 per annum

CENTRE : Christ The King Hospital

REQUIREMENTS : **Grade 1:** Matric /Senior Certificate or equivalent qualification. Degree/Diploma in General Nursing. One (1) year post basic qualification in Advanced Midwifery and Neonatal Nursing Science. Current registration with South African Nursing Council. A minimum of 4 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. Plus one year Post basic qualification in Advanced Midwifery and Neonatology Nursing Science. Certificate of service endorsed by Human Resource department (certificate of service). **Grade 2:** Matric /Senior Certificate or equivalent qualification. Degree/Diploma in General Nursing. A minimum of 14 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognizable experience in the specialty after obtaining the one year post basic qualification in Advanced Midwifery and Neonatology Nursing Science. Certificate of service endorsed by Human Resource department. Knowledge, Skills, Competencies and Training Required: Knowledge of Nursing Care, Process and Procedures, nursing statutes, and other relevant Legal frameworks, such as Nursing Acts, Health Act, Patient Right Charter, Batho Pele Principles, Public Service Regulations, Disciplinary Code and Procedures in the Public Service. Leadership, Organisational, Decision Making, Problem Solving, Co-ordination, Liaisons and Interpersonal Skills within the limits of the Public

		Sector. Personal Attitudes, Responsiveness, Professionalism, Supportive, assertive and must be a team player.
<u>DUTIES</u>	:	Demonstrate an in depth understanding of legislation and related ethical nursing practices and how this impact on service delivery. Provide a therapeutic environment for staff, patients and public. Manage utilization of all resources efficiently and effectively. Maintain competence in the execution of her/his duties, while managing high standards of performance including for others. Assist in the coordination and implementation of the National Core Standards and in the whole institution for better quality patient care. Manage the unit in the absence of the Supervisor. Ensure adherence to principles of IPC practices in the unit. Assist with the allocation / change list, day and night duty rosters and inputs for leave. Assist in orientation, induction, and monitoring of all nursing staff. To complete patient related data and partake in research. Demonstrate effective communication patient and families with the multi-disciplinary team, other department within the hospital. Ensure accurate record keeping for statics purposes. Ensuring clinical nursing practice by the nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility.
<u>ENQUIRIES</u>	:	Miss MNL Mthembu – DMN Tel No: (039) 834 7500
<u>APPLICATIONS</u>	:	Applications may be forwarded to: Assistant Director - HRM, Private Bag X542, Ixopo, 3276 or hand delivered to: Christ the King Hospital, Human Resource Office, No 1 Peter hauff Drive, Ixopo, 3276
<u>FOR ATTENTION</u>	:	Mr. ZC Mhlongo Human Resources, Tel No: (039) 834 7500
<u>NOTE</u>	:	The application must include only completed and signed new FormZ83, obtainable from any Public Service Department or on the internet at www.gov.za, and detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate, and the highest required qualification, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. The reference number must be indicated in the column provided on the form Z.83 e.g. CTK 19/2023. Persons with disabilities should feel free to apply for the post/s. N.B. Failure to comply with the above instructions will disqualify applicants. No e-mailed or faxed applications will be accepted. Appointments are subject to positive outcomes obtained from State Security Agency (SSA)to the following checks: security clearance (vetting), criminal clearance, credit records, citizenship, verification of educational qualification by SAQA, and verification from the Company Intellectual Property (CIPC). Please note that due to financial constrains no S&T claims will be paid to candidates invited for the interview. The Employment Equity target for this post is African Male. This Department is an equal opportunity, affirmative action employer whose aim is to promote representivity in all levels of all occupational categories in the Department.
<u>CLOSING DATE</u>	:	09 February 2024
<u>POST 03/47</u>	:	<u>LECTURER: ADVANCED DIPLOMA IN MIDWIFERY REF NO: HRM 95/2023 (X1 POST)</u> Directorate: Nursing College
<u>SALARY</u>	:	Grade 1: R431 265 - R497 193 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional), Home Owner Allowance On Application-Employee Must Meet Prescribed Requirements
<u>CENTRE</u>	:	King Edward VIII Hospital
<u>REQUIREMENTS</u>	:	Senior Certificate/Grade 12 Plus. A Diploma /Degree in Nursing and Midwifery or equivalent qualification registered with the South African Nursing Council (SANC) as a Professional Nurse Plus A post registration qualification in Nursing Education registered with the South African Nursing Council (SANC) Plus Post Basic qualification in Midwifery and Neonatal Nursing Science Plus. Current registration (2023) with South African Nursing Council Plus in possession of an unendorsed valid RSA Driver's License (Code EB) Plus A minimum of 4 years appropriate/recognizable experience after registration as a Professional Nurse with the South African Nursing Council. (In the case of grade 1 PND 1) or A minimum of fourteen (14) years appropriate/recognizable experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing and Midwifery of which ten (10) years of the period referred to above must be appropriate / recognizable experience in Nursing Education (In the

case of grade 2 PND 2). Recommendation: Master's degree in Nursing, Basic Computer Literacy. an unendorsed valid RSA Driver's License (Code EB) Plus. Knowledge, Skills, Training and Competencies Required: The incumbent of this post will report to the Principal of the Campus and will be responsible to coordinate, implement and monitor and effective Clinical Training system, and as such, the ideal candidate must possess knowledge of relevant Legislation, Acts, Prescripts and Policy frameworks informing the area of operation. Have in-depth knowledge of procedures and process related to nursing and nursing education. Possess sound knowledge and understanding of nursing code of ethics and professional practice. Possess in depth knowledge of teaching and clinical approaches. Have good research and analytical skills. Competence in conflict management. Possess good communication and interpersonal skills. Willingness to travel.

DUTIES : Provide effective and efficient clinical training of student midwives. Coordinate clinical learning exposure of student midwives between the campus and clinical area. Implement assessment strategies to determine student midwives' competencies. Develop/design, review and evaluate clinical evaluation tools. Implement the quality management system for the Nursing Education Institution. Implement the new nursing programmes in line with SANC and CHE regulations. Participate in the provisioning of Continuous Professional Development (CPD) activities at the Campus Support the mission and promote the image of the college. Exercise control over student midwives

ENQUIRIES APPLICATIONS : Mrs ES Biyela Tel No: (031) 360 3110
: Hand delivered applications should be posted into the red box, next to the ATM in the Admin building. Please forward emailed applications to thandeka.mkhonza@kznhealth.gov.za and kingedwardhospital.HRJobapplication@kznhealth.gov.za

FOR ATTENTION NOTE : Mrs THF Mkhonza (HR Department)
: An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Applicants for employment must be full completed Z83 form and updated CV only Copies of certified qualifications and other relevant documents will be requested from shortlisted candidates. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications receive, receipt of applications will not be acknowledged. Should you not be advised within 90 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims. This Hospital is an equal opportunity, affirmative action employer whose aim is to promote representatively in all levels of all occupational categories in the Hospital. Persons with disabilities and African males are encouraged to apply. Please note that other race groups are also not restricted from applying.

CLOSING DATE : 23 February 2024

POST 03/48 : **PROFESSIONAL NURSE SPECIALTY GRADE 1 OR 2 REF NO: CBH01/ 2024 (X1 POST)**
Component: Occupational Health Services

SALARY : Grade 1: R431 261 –R497 193 per annum
Grade 2: R528 696 – R645 720 per annum
Other Benefits: Medical Aid: optional, Housing Allowance (employee must meet prescribed requirements), 13th Cheque and 8% Rural Allowance

CENTRE REQUIREMENTS : Catherine Booth Hospital
: Standard 10 or Grade 12. R425 qualification Degree / Diploma in General Nursing and Midwifery. A minimum of 4 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing after registration as Professional Nurse with the SANC in General Nursing. Current SANC receipt 2024. One year Post Basic qualification in Occupational Health

		Nursing. Grade 2: a minimum of 14 years appropriate or recognizable experience. Certificate/s of service for current and/or previous experience endorsed and stamped by the employer. Verification of employment with duties performed and endorsed by HR Department. Strong interpersonal, communication and presentation skills. Ability to make independent decisions. An understanding of the challenges facing the public health sector. Ability to prioritize issues and other work-related matters and to comply. High level of accuracy. Depth knowledge of Act, Policies, Procedures, Prescripts and Legislations.
<u>DUTIES</u>	:	Render an optimal holistic specialized nursing care to patients in the occupational health clinic. Ensure a daily effective functioning of the occupational health clinic Undertake risk assessment for Occupational diseases. Conduct mandatory medical assessment as per the provision of Occupational Health Act. Facilitate / conduct health education and social economical awareness. Compile and manage occupational health statistics and maintain good record keeping. Maintain accreditation standards by ensuring compliance with National Core Standards. Co-ordinate clinic activities and participate in the formulation, analysis, implementation and monitoring of unit objectives, policies, and procedures. Ensure the unit complies with Infection Prevention and Control as well as Occupational Health and Safety policies. Ensure working equipment and machinery is available and functional at all times. Report challenges and deficiencies within the unit to the immediate supervisor. Attend to meetings, workshops and training and other functions as assigned by the Supervisor.
<u>ENQUIRIES</u>	:	Mrs LS Zulu Tel No: (035) 474 8407
<u>APPLICATIONS</u>	:	All applications should be forwarded to: Catherine Booth Hospital: Private Bag X105, Amatikulu, 3801 or Hand deliver to: KwaKhoza Reserve, Ezingwenya Area, Umlalazi Municipality Ward15, Amatikulu, 3801, email: samkelisiwe.ntuli@kznhealth.gov.za
<u>NOTE</u>	:	The following documents must be submitted: Application for employment form (Z83), obtainable at any Public Service Department or from the website- www.kznhealth.gov.za , A comprehensive CV indicating three reference persons: Names and contact numbers .Applicants are not required to submit copies of qualifications, Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only, which may be submitted to HR on or before the day of an interview. It is applicant's responsibility who has the foreign qualification/s to be evaluated by SAQA (South African Qualifications Authority). Reference checks will be done on nominated candidate(s), Security checks, security vetting, qualification verification and criminal checking. Note: Failure to comply with all of the above mentioned directions to candidate(s) will result in your application not being considered. Please note that due to the large number of applications we envisage to receive; only shortlisted candidates will be contacted. Due to financial constraints, no S&T allowance will be paid to candidate for attending interview and no resettlement allowance during appointment be paid out. Preference will be given to African Male.
<u>CLOSING DATE</u>	:	09 February 2024
<u>POST 03/49</u>	:	<u>OCCUPATIONAL THERAPIST: GRADE 1–3 REF NO: NDH03/2024 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R359 622 – R408 201 per annum Grade 2: R420 015 – R477 771 per annum Grade 3: R491 676 – R595 251 per annum Other Benefits: 13th cheque, housing allowance (employees must meet the prescribed requirements), (medical aid optional)
<u>CENTRE</u>	:	Northdale Hospital
<u>REQUIREMENTS</u>	:	Grade 1: No experience required. Appropriate qualification as an Occupational Therapist Plus current registration with the Health Professional Council of South Africa (HPCSA) as an Occupational Therapist Plus experience with working with neurological impaired paediatric patients Plus driver's license. Grade 2: A Minimum of 10 years appropriate experience in Occupational Therapist after registration with the Health Professions Council of South Africa (HPCSA). Appropriate qualification as an Occupational Therapist Plus current registration with the Health Professional Council of South Africa (HPCSA) as an Occupational

Therapist Plus experience with working with neurological impaired paediatric patients Plus driver's license. **Grade 3:** A Minimum of 20 years appropriate experience in Occupational Therapist after registration with the Health Professions Council of South Africa (HPCSA). Appropriate qualification as an Occupational Therapist PLUS current registration with the Health Professional Council of South Africa (HPCSA) as an Occupational Therapist Plus experience with working with neurological impaired paediatric patients Plus driver's license. Knowledge, Skills and Experience: Sound knowledge and skill in OT paediatric and general diagnostic and therapeutic procedures. Skill and knowledge in the use of OT equipment and assistive devices. Knowledge of departmental administrative tasks. Knowledge of ethical code and scope of practice. Ability to problem-solving and apply analytical processes to patient care. Supervisory skill for junior staff and students.

DUTIES : Provision of effective and comprehensive assessment and treatment for paediatrics and general occupational therapy services to all patients. Assessment and Treatment of patients in the Occupational Therapy Department. Manufacturing of splints and assistive devices when required. Wheelchair/Buggy Seating. Outreach to Community Clinics Monthly and conduct home visits as needed. Participate in Paeds Clinic on a weekly basis. Participation in Multidisciplinary Case Discussions. Assessment, treatment and report writing for Medico Legal Cases. Conduct herself with patients in a professional manner in order to minimize complaints by patients. To complete Administrative Responsibilities. Participate in IPC, Clinical Audit and waiting time surveys. Statistics, Complete personal statistics daily and submit on the first day of each month. Minute taking at Departmental Meetings one quarter per year. Compilation of waiting time survey one quarter per year. Clinical File Audits one quarter per month. Compile departmental statistics on a rotational basis, one quarter per year. Representing Department at meetings as delegated by Chief OT. To participate in Quality Improvement Projects. To assist with resource management in the occupational therapy department. Correct Documentation of Assistive Devices and Mobility Devices Issued to patients. Assist with the development of resources for the department. Quarterly stock takes of wheelchairs spares. Monthly stock takes on the Assistive Devices and splinting consumables. Monthly stock takes of wheelchairs. Monitor stock levels monthly of surgical and stationary stock and report to ordering staff member. To assist with the management of staff performance and skill development of staff. Participate in In-service Training Monthly including preparing and presenting topics. Maintain record of own CPD Training report to supervisor quarterly. Review own PDP half yearly/and submit to supervisor. Attend training on Batho Pele. Regular feedback sessions with direct supervisor (monthly).

ENQUIRES APPLICATIONS : Dr L Meneses-Turino Tel No: (033) 397 6512
 : All applications to be posted to: The Human Resource Department, Northdale Hospital, Private Bag X9006, Pietermaritzburg, 3201.

FOR ATTENTION NOTE : Mrs NR Madlala
 : NB: Applicants are submitting Z83 and CV (only). Only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR.

CLOSING DATE : 09 February 2024

POST 03/50 : **PROFESSIONAL NURSE WITH MIDWIFERY - OBSTETRICAL DEPARTMENTS REF NO: NDH01/2024 (X4 POSTS)**

SALARY : Grade 1: R293 670 – R337 860 per annum
 Grade 2: R358 626 – R409 275 per annum
 Grade 3: R431 265 – R543 969 per annum
 Plus 13th cheque, medical aid (optional), housing allowance (employee must meet prescribed requirements)

CENTRE REQUIREMENTS : Northdale Hospital
 : Senior certificate / grade twelve certificate or equivalent qualification. Diploma or Degree in General Nursing and Midwifery. Current registration with SANC as a general nurse and midwifery. Knowledge, skills, and competencies required for the post: Knowledge of Public Service Policies, Acts and regulations. Knowledge of

SANC rules and regulations. Good communication, leadership, interpersonal and problem-solving skills. Computer Literacy. Knowledge of Code of Conduct Labour Relations, Conflict management and negotiation skills. Ability to function well within a team. Skills in organizing, planning and supervising. Knowledge of Batho Pele principles and Patients' Rights Charter. An updated knowledge of the priority programmes and the management thereof. Knowledge of ESMOE that is the essential steps in the management of obstetrical emergencies. Knowledge of Patient Safety Incidents and management thereof. Demonstrate a basic understanding of HR and financial policies and Practices. Must be able to handle surgical and obstetrical emergencies. Patient Safety Incidents.

DUTIES : Assist with the implementation of the UN Millenium Development Goals e.g. reducing child mortality and the Saving Mothers Initiative. Demonstrate effective communication with patients, supervisors, other Health Professionals, and junior colleagues, including report writing when required. Work as part of a multi-disciplinary team at unit level to ensure good nursing care by the nursing team. Work effectively and amicably with persons of diverse Intellectual, cultural, racial or religious differences. Able to manage own work, time, and that of junior colleagues to ensure quality nursing service in the unit. Display a concern for patients, promoting, advocating, and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Demonstrate basic computer literacy as a support tool to enhance service delivery. Co-ordinate the integration of MCWH. Improve maternal and child health by initiating all the relevant programmes. Enhance the Saving Mothers programme. Assist with the reduction of maternal and neonatal mortality and morbidity rates. Oversee the maternity department in the absence of the Operational Manager or when the need arises. Execute quality care in a specialized unit in accordance with the scope of practice and nursing standards. Manage peri-operative care delivery. Partake in the resuscitation and stabilizing of critically injured and ill patients. Participation in implementation of National Core Standards. Participate in clinical audits and data management meetings. Ensure accurate record keeping, Able to manage own work, time and that of junior colleagues to ensure proper nursing service in the unit. Ensure self and staff development through in service training.

ENQUIRIES : Mr CZ Biyela Tel No: (033) 397 9010
APPLICATIONS : All applications to be posted to: The Human Resource Department, Northdale Hospital, Private Bag X9006, Pietermaritzburg, 3201.

FOR ATTENTION : Mrs NR Madlala
NOTE : The applicants must include only completed and signed new Z83, obtained from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of identity Documents, Senior Certificate, and the highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview.

CLOSING DATE : 09 February 2024

**PROVINCIAL ADMINISTRATION: NORTHERN CAPE
DEPARTMENT OF HEALTH**

This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department.

<u>CLOSING DATE</u>	:	09 February 2024
<u>NOTE</u>	:	Applications must be submitted on the new prescribed application form Z83 of the Public Service Act, obtainable from any Public Service Department or any Public Service Administration website. Applicants must complete Z83 and a detailed/comprehensive Curriculum Vitae, indicating positions held, dates and key performance responsibilities. Only shortlisted candidates will be required to submit certified copies of their qualifications and relevant documents on or before the day of the interview proceedings following communication from the Human Resource Management Recruitment and Selection Unit. Failure to submit the requested documents or information will result in your application not being considered. The employment decision shall be informed by the Employment Equity Plan of the Northern Cape Department of Health. Should an applicant wish to apply for more than one post, separate applications must be submitted for all posts. If you have not been contacted within eight (8) weeks after the closing date of this advertisement, please accept that your application was unsuccessful. Suitable candidates will be subjected to a personnel suitability check (criminal record, qualification verification and employment verification). Where applicable, candidates will be subjected to a skills/knowledge test. The Department reserves the right not to make any appointment(s) to the above post. The successful candidate will be expected to sign a performance agreement. The Department of Health is an equal opportunity affirmative action employer. The employment decision shall be informed by the Employment Equity Plan of the Department. It is the Department's intention to promote equity (race, gender and disability) through the filling of this post(s) with a candidate whose transfer / promotion / appointment will promote representivity in line with the numerical targets as contained in our Employment Equity Plan.

OTHER POSTS

<u>POST 03/51</u>	:	<u>MEDICAL OFFICER REF NO: NCDOH 01/2024 (X14 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R906 540 per annum, (TCE package) Grade 2: R1 034 373 per annum, (TCE package) Grade 3: R1 197 150 per annum, (TCE package)
<u>CENTRE REQUIREMENTS</u>	:	Robert Mangaliso Sobukwe Hospital, Kimberley Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner, Registration with the HPCSA as Medical Practitioner. Experience: Grade 1: None after registration as Medical Practitioner with the HPCSA in respect of SA qualified employees 1-year relevant experience after registration as Medical Practitioner with a recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Grade 2: A minimum of 5 years' appropriate experience as Medical Practitioner after registration with the HPCSA as a Medical Practitioner in respect of SA qualified employees. A minimum of 6 years' relevant experience after registration as Medical Practitioner with a recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Grade 3: A minimum of 10 years' appropriate experience as a Medical Practitioner after registration with the HPCSA as a Medical Practitioner in respect of SA qualified employees. A minimum of 11 years' relevant experience after registration as Medical Practitioner with a recognised foreign health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa.

- DUTIES** : The candidate will be expected to render quality patient-care for all patients within in the relevant unit. Exam, investigate, diagnose and the treatment of patients. Participation in activities within the discipline including case presentation and other departmental/unit meetings. Render applicable administration function, attend meetings, workshops and training as directed by the Head of Department. Observe and comply with all departmental policies and guidelines regulating employment relationships and clinical functioning. Perform duties as assigned by the supervisor and other senior officials.
- ENQUIRIES** : Dr E Olivier, Ms M Visser Tel No: (053) 802 2124
- APPLICATIONS** : Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered
- POST 03/52** : **ASSISTANT MANAGER NURSING (PRIMARY HEALTH CARE) REF NO: NCDOH 02/2024 (X1 POST)**
- SALARY** : R683 838 per annum
- CENTRE** : Dawid Kruiper Sub-District 1&2, ZF Mgcawu District
- REQUIREMENTS** : Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. A post-basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in one of the specialties referred to in the glossary of terms. Registration with the SANC as Professional Nurse. A post-basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in one of the specialties: Clinical Nursing Science, Health Assessment and Treatment (PHC), A valid B (08) driver's license is an inherent requirement. Experience: **Grade 1:** A minimum of 10 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing At least 6 years of the period referred to above must be appropriate/ recognisable experience in the specific specialty after obtaining the 1-year post-basic qualification in the relevant specialty. Knowledge of the District Health System. Knowledge and experience in Health Programmes i.e. HIV, TB MCWH/PMTCT. Knowledge of District Health Services and Health Information Systems. At least 3 years of the period referred to above must be appropriate/ recognisable experience at management level. Skills Profile: Leadership, organisational, decision making and problem-solving abilities within the limit of the public sector and institutional policy framework, Interpersonal skills including public relations, negotiating, conflict handling and counselling skills, Financial and budgetary knowledge pertaining to the relevant resources under management, Insight into procedures and policies pertaining to nursing care, Computer skills in basic programmes.
- DUTIES** : Provision of quality comprehensive community health care, Provision of administrative services, Provision of educational services, Provision of clinical services, Usage of equipment and machinery.
- ENQUIRIES** : Mr F van Neel Tel No: (054) 337 0600
- APPLICATIONS** : Applications must be e-mailed to fvanneel@ncpg.gov.za or hand delivered at ZF Mgcawu District Office, 110 Schroeder Street, Upington. Applicants must complete an application register when an application is hand delivered.
- POST 03/53** : **OPERATIONAL MANAGER SPECIALTY (HOSPITAL) REF NO: NCDOH 03/2024 (X2 POSTS)**
- SALARY** : R627 474 – R703 752 per annum
- CENTRE** : Dr Harry Surtie Hospital Hospital, Upington
- REQUIREMENTS** : Basic R 425 qualification i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Registration with the SANC as a Professional Nurse. A Post – basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in Paediatric Nursing Science, Advanced Paediatric and Neonatal Nursing Science. Experience: **Grade:** A minimum of 9 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience

		in the specific specialty after obtaining the 1-year post – basic qualification in the relevant specialty.
<u>DUTIES</u>	:	Ensure quality of nursing care as directed by professional scope of practice and set nursing standards within a professional / legal framework. Be able to manage an Accident and Emergency Department effectively. Allocate staff and monitor competencies to improve needs of patients. Ensure clinical nursing practice by the nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Demonstrate an in-depth knowledge of nursing legislation and related legal and ethical nursing practices and how these impacts on service delivery. Participate in training, research and self-development. Demonstrate a basic understanding of HR and financial policies and practices. Implementation of institutional SOPs and National guidelines. Must be able to work shifts including rotation and relieving night duty. Ability to function as part of a team and display good professional image. Demonstrate basic computer literacy as a supporting tool to enhance service delivery. Demonstrate effective communication with patients, supervisors, subordinates and other health professionals including more complex report writing when required. Display a concern for patients, promoting, advocating and facilitating proper treatment, care and ensuring that the unit adheres to the principles of Batho Pele. Promote achievement of National Core Standards and Ideal Hospital targets.
<u>ENQUIRIES</u>	:	Mr J Berend Tel No: (054) 332 9094
<u>APPLICATIONS</u>	:	Please note applications can be hand delivered to the front reception of Dr Harry Surtie Hospital in Upington or E-Mailed at johnberend87@gmail.com
<u>POST 03/54</u>	:	<u>OPERATIONAL MANAGER SPECIALTY REF NO: NCDOH 04/2024 (X2 POSTS)</u>
<u>SALARY</u>	:	R627 474 – R703 752 per annum
<u>CENTRE</u>	:	Robert Mangaliso Sobukwe Hospital, Kimberley
<u>REQUIREMENTS</u>	:	Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Registration with the SANC as Professional Nurse. A post-basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in Adult ICU and Surgical Recovery. Experience: Grade 1: A minimum of 9 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience in the specific specialty after obtaining the 1-year post-basic qualification in the relevant specialty.
<u>DUTIES</u>	:	Coordination of optimal, holistic specialised nursing care provided within the set standards and professional/legal framework. Manage effectively the utilisation and supervision of resource both physical and human resources. Coordination of the provision of effective training and research. Provision of effective support of nursing services. Maintain professional growth/ethical standards and self-development.
<u>ENQUIRIES</u>	:	Dr E Olivier, Ms M Visser Tel No: (053) 802 2124
<u>APPLICATIONS</u>	:	Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered
<u>POST 03/55</u>	:	<u>ASSISTANT DIRECTOR- FORENSIC ANALYSIS REF NO: NCDOH 05/2024 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R578 367 per annum
<u>CENTRE</u>	:	ZF Mgcawu District, Upington
<u>REQUIREMENTS</u>	:	Degree or Advanced Diploma (NQF7) in a health-related field is a prerequisite. Degree/Advanced Diploma/Diploma in management would serve as an added advantage. A minimum of 5 years in senior managerial (director level) experience in the health sector is a requirement. A valid B (08) driver's license is an inherent requirement. Skills Profile: Completed 3 year post matric qualification, Computer Literacy, Managerial and planning skills, Good working knowledge of relevant legislation, regulations and policies governing medico-legal procedures and investigations, Ability to communicate clearly and discreetly in person and in writing Ability to achieve and maintain good interpersonal working relations with staff and

		stakeholders, with knowledge of Batho Pele Principles, Knowledge of professional and ethical code of conduct.
<u>DUTIES</u>	:	Conduct support visits for monitoring and evaluation to strengthen Forensic Services, Coordinate services and direct resources for collection and transportation of corpses in the region, optimally equip all Forensic mortuaries in the region with tools of trade for effective functioning, Provide leadership and strategic direction by managing administer EPMDS and overtime, Consolidation and submission of reports from mortuaries in the region.
<u>ENQUIRIES</u>	:	Mr F van Neel Tel No: (054) 337 0600
<u>APPLICATIONS</u>	:	Applications must be e-mailed to fvanneel@ncpg.gov.za or hand delivered at ZF Mgcau District Office, 110 Schroeder Street, Upington. Applicants must complete an application register when an application is hand delivered
<u>POST 03/56</u>	:	<u>CLINICAL PROGRAM COORDINATOR (QUALITY ASSURANCE) REF NO: NCDOH 06/2024 (X1 POST)</u>
<u>SALARY</u>	:	R497 193 per annum
<u>CENTRE</u>	:	Robert Mangaliso Sobukwe Hospital, Kimberley
<u>REQUIREMENTS</u>	:	Appropriate Qualification in General Nursing (Preferably Diploma in Infection Control). Registration Certificate with SANC as a Professional Nurse. Experience: A minimum of 7 years appropriate/ recognizable experience in Nursing after registration as a Professional Nurse with SANC as a General Nurse. Competencies: Knowledge of Infection Control practices, relevant legislation, policies, protocols and procedures. Knowledge of Public Service Policies, Acts and Regulations. Knowledge of Nursing Care processes and procedures, nursing statutes and other relevant legal frameworks. Good communication skills, verbal and written. Good leadership, interpersonal, problem solving, conflict management, decision making, coordinatng, negotiation and facilitation skills. Knowledge and experience in implementation of Batho Principles, Patient Right Charter, Code of Conduct and Labour Relations. Knowledge of National Core Standards and other relevant public service programmes.
<u>DUTIES</u>	:	Ensure and maintain an effective hospital infection surveillance system in alignment with the infection control practices. Develop and implement Quality Assurance programme, guidelines, protocols, norms, and standards. Develop and implement Quality Assurance Operational Plans and participate in the development of institutional plan. Develop and monitor the implementation of continuous infection control measures through conditions education and training programmes. Maintain and sustain norms, standard and good governance of clinical and non-clinical areas. Provide leadership and guidance with regard to quality patient care and maintain compliance to the National Core Standards.
<u>ENQUIRIES</u>	:	Dr E Olivier, Ms M Visser Tel No: (053) 802 2124
<u>APPLICATIONS</u>	:	Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered.
<u>POST 03/57</u>	:	<u>OPERATIONAL MANAGER GENERAL GRADE REF NO: NCDOH 07/2024 (X1 POST)</u>
<u>SALARY</u>	:	R497 193 per annum
<u>CENTRE</u>	:	Northern Cape Mental Health & DRTB, Kimberley
<u>REQUIREMENTS</u>	:	Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Registration with SANC as Professional Nurse. Experience: A minimum of 7 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing.
<u>DUTIES</u>	:	Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care. Coordinate and monitor the implementation of nursing care plan and evaluation thereof. Provide relevant health information to health care users to assist in achieving optimal health care and rehabilitation of patients; Maintain constructive working relationships with nursing and other stakeholders (i.e. interprofessional, inter-sectoral and multi-disciplinary teamwork. Manage and monitor proper utilization of human, financial and physical resources.

Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures:

ENQUIRIES APPLICATIONS : Ms A Mintor, Assistant Manager Nursing Tel No: (071) 411 5077
 : Please note applications can be hand delivered to the front reception of James Exum Building or E-Mailed at nhealthhr@ncpg.gov.za

POST 03/58 : **PROFESSIONAL NURSE (SPECIALTY NURSING) OPHTHALMOLOGY REF NO: NCDOH 08/2024 (X1 POST)**

SALARY : Grade 1: R431 265 – R497 193 per annum
 : Grade 2: R528 696 – R645 720 per annum

CENTRE REQUIREMENTS : Pixley Ka Seme District Office
 : A basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Post basic/advanced nursing qualification, with duration of at least 1 year accredited with the SANC in one of the specialties referred to above. Registration with the SANC as Professional Nurse. Experience: **Grade 1:** A minimum of 4 years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. **Grade 2:** A minimum of 14 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in the specific specialty after obtaining the 1-year post-basic qualification in the relevant specialty.

DUTIES : Provision of optimal, holistic specialised nursing care with set standards and within a professional/legal framework: To assist in planning/organising and monitoring of the objectives of the specialised unit in consultation with subordinates. To provide a therapeutic environment for staff, patients, and the public. To provide comprehensive, quality nursing care as a member of the multi-disciplinary team according to the identified needs of the patient, based on scientific principles. To delegate duties and support staff in the execution of patient care delivery. To provide direct and indirect supervision of all nursing staff/housekeeping staff and to give guidance. To ensure continuity of patient care on all levels e.g. workbook, handover rounds. To liaise and communicate with the multi-disciplinary team as well as other departments within the hospital e.g. during operational meetings with nursing supervisor and subordinates. Participation in training and research: To assist in orientation, induction and mentoring of all nursing staff and orientation of other staff. To assist in the planning and co-ordination of training and promote learning opportunities for all nursing categories i.e. on the job training. To complete patient related data and partake in research. Provision of Support to Nursing Services: To assist with relief duties of the supervisor and act as junior shift-leader on both day and night shift. To partake in overall specialized unit functions, i.e. team building Maintain professional growth/ethical standards and self-development: To maintain the Code of Conduct: Public Service. Professional Body. Seek learning opportunities: In-service training.

ENQUIRIES APPLICATIONS : Mrs B Jack HRA – District Office/ Tel No: (053) 632 400/4206
 : Applications must be e-mailed to bjack@ncpg.gov/za or hand delivered at Van Der Merwe Street, De Aar, postal address is PO Box 647, De Aar, 7000. Applicants must complete an application register when an application is hand delivered.

POST 03/59 : **PROFESSIONAL NURSE (SPECIALTY) REF NO: NCDOH 09/2024 (X4 POSTS)**

SALARY : Grade 1: R431 265 – R497 193 per annum
 : Grade 2: R528 696 – R645 720 per annum

CENTRE REQUIREMENTS : Robert Mangaliso Sobukwe Hospital, Kimberley
 : Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Registration with the SANC as Professional Nurse. A post-basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in one of the specialties: Child Nursing Science, Gerontological Nursing Science, Medical and Surgical Nursing Science, Advanced Midwifery and Neonatal Nursing Science, Advanced Psychiatric Nursing Science, Paediatric Nursing Science, Advanced Paediatric and Neonatal Nursing Science, Intensive Nursing Science, Oncology Nursing Science, Operating

		Theatre Nursing Science, Ophthalmic Nursing Science& Orthopaedic Nursing science, Emergency and Critical Care and/or other relevant specialty. Experience: Grade 1: Minimum of 4 years' experience appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC as a Professional Nurse with the SANC in General Nursing, Grade 2: Minimum of 14 years' appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing – At least 10 years of the period referred to above must be appropriate/recognizable experience in the specific specialty after obtaining the 1 year post basic qualification in the relevant specialty.
<u>DUTIES</u>	:	Provision of optimal, holistic specialised nursing case with set standards and within a professional/legal framework. Effective utilization of human and physical resources. Monitor the linen and cleaning in conjunction with housekeeping staff. Participation in training and research. Provision of support to Nursing Services. Maintain professional growth/ethical standards and self-development.
<u>ENQUIRIES</u>	:	Dr E Olivier, Ms M Visser Tel No: (053) 802 2124
<u>APPLICATIONS</u>	:	Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered.
<u>POST 03/60</u>	:	<u>PROFESSIONAL NURSE SPECIALTY REF NO: NCDOH 13/2023 (X6 POSTS)</u> Re- advertisement for Post 36/169), (candidates who previously applied need not to re-apply)
<u>SALARY</u>	:	Grade 1: R431 264 – R497 193 per annum Grade 2: R528 696 – R645 720 per annum
<u>CENTRE</u>	:	Robert Mangaliso Sobukwe Hospital
<u>REQUIREMENTS</u>	:	Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Registration with the SANC as Professional Nurse. A post-basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in Orthopaedics, Operating Theatre & ICU, Intensive Nursing, Oncology, Critical Care and Ophthalmology. Experience: Grade 1: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Registration with the SANC as Professional Nurse. A post-basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in Orthopaedics, Operating Theatre & ICU, Intensive Nursing, Oncology, Critical Care and Ophthalmology. Grade 2: Basic R425 qualification (i.e.) diploma/degree in nursing) or equivalent qualification that allows registration the SANC as a Professional Nurse. A post – basic nursing qualification, Orthopaedics, Operating Theatre & ICU, Intensive Nursing, Oncology, Critical Care and Ophthalmology. Registration with the SANC as Professional Nurse. A minimum of 14 years appropriate /recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/ recognisable experience in the specific specialty after obtaining the 1-year post – basic qualification in the relevant specialty.
<u>DUTIES</u>	:	Provision of optimal, holistic specialised nursing case with set standards and within a professional/legal framework. Effective utilization of human and physical resources. Monitor the linen and cleaning in conjunction with housekeeping staff. Participation in training and research. Provision of support to Nursing Services. Maintain professional growth/ethical standards and self-development.
<u>ENQUIRY</u>	:	Ms S Alexander Tel No: (053) 802 2130
<u>APPLICATIONS</u>	:	Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered.
<u>POST 03/61</u>	:	<u>PHARMACY INTERN REF NO: NCDOH 10/2024 (X5 POSTS)</u> (Contract)
<u>SALARY</u>	:	R398 544 per annum, (TCE package)
<u>CENTRE</u>	:	Robert Mangaliso Sobukwe Hospital, Kimberley
<u>REQUIREMENTS</u>	:	Matric Certificate. Diploma/Degree in Pharmacy, Basic qualification accredited with the South African Pharmacy Council (SAPC) that allows registration with the SAPC

as a Pharmacist (Intern). Registration with a professional council: Registration with the South African Pharmacy Council (SAPC) as a Pharmacist (Intern). Competencies (Knowledge/Skills): Ability to communicate effectively (verbal and written) in at least two of the three official languages of the Western Cape. Ability to work accurately under pressure and maintain a high standard of professionalism. Computer literacy. Good interpersonal and communication skills. Knowledge of and ability to comply with applicable Pharmacy legislation, National and Provincial Health policies.

DUTIES : Adherence to policies, procedures, and expenditure control. All duties will be performed under the direct supervision of a pharmacist. Assist with the training, education and development of pharmacy staff and other health workers, and promotion of public health. Effective medicine supply management to ensure the safe and reliable procurement, storage, control, and distribution of quality pharmaceuticals. Leadership by demonstrating initiative in addressing problems. Provision of Pharmaceutical Care, including prescription evaluation, dispensing of medication and provision of information to ensure patient compliance and therapeutic success. Quality Management by demonstrating compliance with National Core Standards, Occupational Health & Safety control, and good Pharmacy practices.

ENQUIRIES : Dr E Olivier, Ms M Visser Tel No: (053) 802 2124
APPLICATIONS : Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered.

POST 03/62 : **OCCUPATIONAL THERAPIST REF NO: NCDOH 11/2024 (X1 POST)**

SALARY : Grade 1: R359 622 per annum
 Grade 2: R420 015 per annum
 Grade 3: R491 676 per annum

CENTRE : Robert Mangaliso Sobukwe Hospital, Kimberley
REQUIREMENTS : Degree in Occupational Therapy. Original registration certificate with the Health Professions Council of South Africa (HPCSA) as an Occupational Therapist: Independent Practice. Current registration with the Health Professions Council of South Africa (HPCSA) as an Occupational Therapist: Independent Practice. Community service applicants must have independent Occupational Therapist practitioner registration by the time of appointment. Experience: **Grade 1:** None or 1 year relevant experience, after registration as an Occupational Therapist with recognized Health Professional Council in respect of foreign qualified Occupational Therapist. **Grade 2:** 10 years appropriate experience after registration with HPCSA as an Occupational Therapist or 11 years relevant experience, after registration as a Radiographer with recognized Health Professional Council in respect of foreign qualified Occupational Therapist. **Grade 3:** 20 years appropriate experience after registration with HPCSA as an Occupational Therapist or 21 years relevant experience, after registration as an Occupational Therapist with recognized Health Professional Council in respect of foreign qualified Occupational Therapist. Knowledge, Skills, Attributes and Abilities: Sound knowledge of occupational therapy practice and ethos. Good clinical reasoning and decision-making skills. Knowledge on use and care of equipment. Knowledge on scope of practice, ethical codes and relevant legislation. Good organisation and time management skills. Excellent communication and interpersonal relations. Basic supervisory skills. Experience in a clinical tertiary setting with complex cases would be an advantage.

DUTIES : Provide quality occupational therapy services according to patient needs to both in and out-patients by assessing, treating and rehabilitating patients, ensuring continuity of care and provision of assistive aids and mobility devices. Maintain up to date and accurate clinical records and daily statistics and write reports. Function within a multi-disciplinary team. Implementation of departmental policies and procedures. Ensure responsible utilisation of equipment and consumable resources of the department. Participate in clinical and non-clinical departmental activities and meetings as allocated by supervisor. Provide assistance and training to junior staff and students.

ENQUIRIES : Dr E Olivier, Ms M. Visser Tel No: (053) 802 2124

APPLICATIONS : Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered.

POST 03/63 : **OCCUPATIONAL THERAPIST REF NO: NCDOH 12/2024 (X2 POSTS)**

SALARY : Grade 1: R359 622 per annum
Grade 2: R420 015 per annum
Grade 3: R491 676 per annum

CENTRE REQUIREMENTS : Northern Cape Mental Health & DRTB, Kimberley
A degree in Occupational Therapy. Registration with the HPCSA. One-year relevant experience after registration with the HPCSA as Occupational Therapist. Independent registration with HPCSA. A driver's license will be an advantage. Experience: **Grade 1:** None or 1-year relevant experience, after registration as an Occupational Therapist with recognized Health Professional Council in respect of foreign qualified Occupational Therapist. **Grade 2:** 10 years appropriate experience after registration with HPCSA as an Occupational Therapist or 11 years relevant experience, after registration as a Radiographer with recognized Health Professional Council in respect of foreign qualified Occupational Therapist. **Grade 3:** 20 years appropriate experience after registration with HPCSA as an Occupational Therapist or 21 years relevant Experience, after registration as an Occupational Therapist with recognized Health Professional Council in respect of foreign qualified Occupational Therapist.

DUTIES : Provide an Occupational Therapy service to Mental Health Care Users (Acute and chronic) Execute optimal and evidence based Occupational Therapy intervention for individual and group treatment for in – and out – patients primarily for Psychiatric patients and in all other areas of OT if deemed necessary by the HOD. Administer standardized and clinical assessments to patients requiring FCEs and other clinical reports. Develop own skills and knowledge on continuing basis by participating in regular MDT case discussions, identifying, and attending relevant courses, workshops, work groups etc. Plan and implement health awareness campaigns and staff in service training. Execute all patients and departmental related administrative tasks including data compilation, stock management, various internal and external meetings, and submission of monthly reports. Administer PMDS and evaluation of support staff. Participate in the mentorship and training of community service therapists, OTT and students. Adhere to NCS and other quality assurance requirements. Participate and implement the departmental policy on training and continuous professional development to ensure departmental standards effective patient service delivery, in line with National Standards.

ENQUIRIES APPLICATIONS : Dr. A Malgas, Head of Psychology / Mr A Links, CEO at (081) 714 7204
Please note applications can be hand delivered to the front reception of James Exum Building or E-Mailed at nchealthhr@ncpg.gov.za

POST 03/64 : **OCCUPATIONAL THERAPIST REF NO: 13/2024 (X1 POST)**

SALARY : Grade1: R359 622 per annum
Grade 2: R420 015 per annum
Grade 3: R491 676 per annum

CENTRE REQUIREMENTS : ZF Mgqawu District
A degree in Occupational Therapy. Registration with the HPCSA. One-year relevant experience after registration with the HPCSA as Occupational Therapist. Independent registration with HPCSA. A driver's license will be an advantage. Experience: **Grade 1:** None or 1-year relevant experience, after registration as an Occupational Therapist with recognized Health Professional Council in respect of foreign qualified Occupational Therapist. **Grade 2:** 10 years appropriate experience after registration with HPCSA as an Occupational Therapist or 11 years relevant experience, after registration as a Radiographer with recognized Health Professional Council in respect of foreign qualified Occupational Therapist. **Grade 3:** 20 years appropriate experience after registration with HPCSA as an Occupational Therapist or 21 years relevant experience, after registration as an Occupational Therapist

<u>DUTIES</u>	: Occupational Therapist with recognized Health Professional Council in respect of foreign qualified Occupational Therapist. : Provide an Occupational Therapy service to Mental Health Care Users (Acute and chronic) Execute optimal and evidence based Occupational Therapy intervention for individual and group treatment for in and out patients primarily for Psychiatric patients and in all other areas of OT if deemed necessary by the HOD. Administer standardized and clinical assessments to patients requiring FCEs and other clinical reports. Develop own skills and knowledge on continuing basis by participating in regular MDT case discussions, identifying, and attending relevant courses, workshops, work groups etc. Plan and implement health awareness campaigns and staff in service training. Execute all patients and departmental related administrative tasks including data compilation, stock management, various internal and external meetings and submission of monthly reports. Administer PMDS and evaluation of support staff. Participate in the mentorship and training of community service therapists, OTT and students. Adhere to NCS and other quality assurance requirements. Participate and implement the departmental policy on training and continuous professional development to ensure departmental standards effective patient service delivery, in line with National Standards.
<u>ENQUIRIES APPLICATIONS</u>	: Mr F van Neel Tel No: (054) 337 0600 : Applications must be e-mailed to fvanneel@ncpg.gov.za or hand delivered at ZF Mgcawu District Office, 110 Schroeder Street, Uppington. Applicants must complete an application register when an application is hand delivered.
<u>POST 03/65</u>	: <u>PHYSIOTHERAPIST REF NO: NCDOH 14/2024 (X1 POST)</u>
<u>SALARY</u>	: Grade 1: R359 622 per annum Grade 2: R420 015 per annum Grade 3: R491 676 per annum
<u>CENTRE REQUIREMENTS</u>	: Robert Mangaliso Sobukwe Hospital, Kimberley : Degree in Physiotherapy. Original registration certificate with the Health Professions Council of South Africa (HPCSA) as a Physiotherapist: Independent Practice. Registration with the Health Professions Council of South Africa (HPCSA) as a Physiotherapist: Independent Practice. Community service applicants must have independent Physiotherapist practitioner registration by the time of appointment. Experience: Grade 1: Experience: None after registration with the HPCSA in respect of RSA qualified employees who performed community service, as required in South Africa. One (1) year relevant experience after registration with the Health Professional Council of South Africa in the relevant profession (where applicable) in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa. Grade 2: Experience: Minimum of 10 years relevant experience after registration with HPCSA in the relevant profession (where applicable) in respect of RSA qualified employees who performed Community Service, as required in South Africa. Minimum of 11 years relevant experience after registration with the Health Professional Council of South Africa (HPCSA) in the relevant profession (where applicable) in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Grade 3: Experience: Minimum of 20 years relevant experience after registration with HPCSA in the relevant profession (where applicable) in respect of RSA qualified employees who performed Community Service, as required in South Africa. Minimum of 21 years relevant experience after registration with Health Professional Council of South Africa (HPCSA) in the relevant profession (where applicable) in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Knowledge, Skills, Attributes and Abilities: Sound knowledge of Physiotherapy diagnostic and therapeutic procedures. Good clinical reasoning and decision-making skills. Knowledge on use and care of equipment. Knowledge on scope of practice, ethical codes, and relevant legislation. Good organisation and time management skills. Excellent communication and interpersonal relations. Basic supervisory skills. Experience in a clinical tertiary setting with complex cases would be an advantage.
<u>DUTIES</u>	: Responsibility for a clinical caseload – assessing, treating, and rehabilitating patients, ensuring continuity of care and provision of assistive aids and mobility

devices. Maintain up to date and accurate clinical records and daily statistics and write reports. Participate in after-hours duties which include weekend and public holidays. Promote good health practices and ensure optimal care of the patient. Function within a multi-disciplinary team. Implementation of departmental policies and procedures. Ensure responsible utilisation of equipment and consumable resources of the department. Participate in clinical and non-clinical departmental activities and meetings as allocated by supervisor. Provide assistance and training to junior staff and student physiotherapists.

ENQUIRIES : Dr E Olivier, Ms M Visser Tel No: (053) 802 2124
APPLICATIONS : Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered.

POST 03/66 : **RADIOGRAPHER REF NO: NCDOH 15/2024 (X3 POSTS)**

SALARY : Grade1: R359 622 per annum
Grade 2: R420 015 per annum
Grade 3: R491 676 per annum

CENTRE : Robert Mangaliso Sobukwe Hospital, Kimberley
REQUIREMENTS : Diploma/B Tech Degree in Diagnostic Radiography. Current registration with Health Professional Council of South Africa (HPCSA) as an Independent Diagnostic Radiographer. Must have completed Community Service as per the Diagnostic Radiographer. Experience: **Grade 1:** None after registration with HPCSA in the relevant profession. **Grade 2:** A minimum of 10 year's appropriate experience in the relevant profession after registration with HPCSA as Diagnostic Radiographer. **Grade 3:** Experience: Minimum of 20 years relevant experience after registration with HPCSA in the relevant profession after registration with HPCSA as Diagnostic Radiographer. Knowledge And Skills: Computer literacy essential. Good interpersonal skills. Knowledge of Public Service legislation, policies and procedures. Knowledge of current DOH policies governing the Health sector and Radiograph and profession. Knowledge, Skills, Attributes and Abilities. Experience in Digital Radiography. Experience in utilisation of computerised Radiography system is recommended. Must have computer skills. Good Interpersonal skills. Excellent time management skills and must have knowledge of public service legislation governing the health sector and radiography profession. Compliance in budgeting, radiographic quality assurance, National Core standards, Safety and Infection control principles. Training and supervision of students. Good written and verbal communication skills. Ability to work as a member of a multidisciplinary team. Must have a good understanding of public hospital operational system.

DUTIES : Provide and manage imaging procedures as requested by the doctors. Evaluate requests forms by verifying patient information and ensuring patient history and examination correspond. Operate radiological equipment correctly for specific exam. Interrogate images. Ensure an even flow of patient at all times. Ensure adherence to radiation, health and safety protocols. Manage staff radiation procedure and ensure that all staff wear their devices at all times. Protect patient and colleagues from radiation. Monitor personal radiation exposure. Adhere to all infection control policies. Conduct patient care and quality assurance. Ensure patient safety at all times. Protect patient confidentiality. Conduct quality control and safe-keep equipment. Have knowledge of all equipment and troubleshooting when there is a breakdown. Assist and implement quality control procedures. Train junior staff. Report machine faults to Radiographers in charge. Ensure staff/student development. Present for in-service training sessions. Training junior staff at CT/MRI. Develop protocols for CT/MRI.

ENQUIRIES : Dr E Olivier, Ms M Visser Tel No: (053) 802 2124
APPLICATIONS : Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered.

POST 03/67 : **RADIOGRAPHER REF NO: NCDOH 16/2024 (X1 POST)**

SALARY : Grade1: R359 622 per annum

**CENTRE
REQUIREMENTS**

Grade 2: R420 015 per annum
Grade 3: R491 676 per annum
Dr Harry Surtie Hospital
Diploma/B Tech Degree in Diagnostic Radiography. Current Registration with Health Professional Council of South Africa (HPCSA) as an Independent Diagnostic Radiographer. Must have completed Community Service as per the Diagnostic Radiographer. Experience: **Grade 1:** None after registration with HPCSA in the relevant profession. **Grade 2:** A minimum of 10 year's appropriate experience in the relevant profession after registration with HPCSA as Diagnostic Radiographer. **Grade 3:** Experience: Minimum of 20 years relevant experience after registration with HPCSA in the relevant profession after registration with HPCSA as Diagnostic Radiographer. Knowledge And Skills: Computer literacy essential. Good interpersonal skills. Knowledge of Public Service legislation, policies, and procedures. Knowledge of current DOH policies governing the health sector and Radiograph and profession. Knowledge, Skills, Attributes and Abilities. Experience in Digital Radiography. Experience in utilisation of computerised Radiography system is recommended. Must have computer skills. Good Interpersonal skills. Excellent time management skills and must have knowledge of public service legislation governing the health sector and radiography profession. Compliance in budgeting, radiographic quality assurance, National Core standards, Safety and Infection control principles. Training and supervision of students. Good written and verbal communication skills. Ability to work as a member of a multidisciplinary team. Must have a good understanding of public hospital operational system.

DUTIES

Provide and manage imaging procedures as requested by the doctors. Evaluate requests forms by verifying patient information and ensuring patient history and examination correspond. Operate radiological equipment correctly for specific exam. Interrogate images. Ensure an even flow of patient at all times. Ensure adherence to radiation, health and safety protocols. Manage staff radiation procedure and ensure that all staff wear their devices at all times. Protect patient and colleagues from radiation. Monitor personal radiation exposure. Adhere to all infection control policies. Conduct patient care and quality assurance. Ensure patient safety at all times. Protect patient confidentiality. Conduct quality control and safe-keep equipment. Have knowledge of all equipment and troubleshooting when there is a breakdown. Assist and implement quality control procedures. Train junior staff. Report machine faults to Radiographers in charge. Ensure staff/student development. Present for in-service training sessions. Training junior staff at CT/MRI. Develop protocols for CT/MRI.

**ENQUIRIES
APPLICATIONS**

Mr J Berend Tel No: (054) 332 9094
Please note applications can be hand delivered to the front reception of Dr Harry Surtie Hospital in Upington or E-Mailed at johnberend87@gmail.com

POST 03/68

DIETICIAN REF NO: NCDOH 17/2024 (X1 POST)

SALARY

Grade 1: R359 622 per annum
Grade 2: R420 015 per annum
Grade 3: R491 676 per annum

**CENTRE
REQUIREMENTS**

Prieksa Hospital, Pixley Ka Seme District
Interested candidates should have a BSc/Bachelor's degree in Dietetics. Registration with HPCSA as an independent practitioner. Experience: **Grade 1:** None after obtaining an appropriate qualification or prescribed in-service training that allows for the required registration with the Health Professional Council of South Africa (HPCSA). **Grade 2:** Minimum of 10 years' experience after registration with the Health Professional Council (HPCSA) in the relevant profession in respect of RSA qualified employees who performed Community Service as required in South Africa. **Grade 3:** Minimum of 20 years' experience after registration with the Health Professional Council (HPCSA) in the relevant profession in respect of RSA qualified employees who performed Community Service as required in South Africa. Community service period as Dietician. Sound knowledge of clinical theory, practice and ethics relating to the delivery of dietetics services. Services within a hospital setting and knowledge of current health and public service legislation, regulations and policies. Ability to work with the clinical

team using patient centred, goal orientated and interdisciplinary approach good communication, computer and interpersonal skills. Experience rehabilitation of persons with disabilities will be an added advantage.

DUTIES : Implement anthropometric and other measurements in assessment of in and outpatients. Effectively render cost effective and evidence based nutritional care for patients to meet their specific nutritional requirements according to norms and standards. To work with colleagues, relieve as and when the need arises, and work closely with the interdisciplinary team members. Effective record keeping, billing and report writing as the need arise. To assist with the ongoing development and implementation of clinical guidelines and standard operating procedures. To perform administrative functions, submit monthly statistics to monitor the effective and efficient running of the Dietetics department. To contribute towards the development and implementation of departmental strategic, financial and operational plans. Participate in the in-service training, education of other staff categories and allocated students. Assist with coordination of clinical nutrition and food service management. Participate health awareness campaign and promotion of the Dietetics Profession. Management of physical resources on allocated area. Facilitate own performance and review and of allocated staff members if applicable. Implement quality assurance standards and quality improvement plan/ideal hospital assessment norms at departmental level. Participate in research projects for the institution and perform delegated duties by the supervisor. Adherence to ethical rules, regulations and policies.

ENQUIRIES : Mrs B Jack HRA – District Office/ Tel No: (053) 632 4000/4206
APPLICATIONS : Applications must be e-mailed to bjack@ncpg.gov.za or hand delivered at Van Der Merwe Street, De Aar, postal address is PO Box 647, De Aar, 7000. Applicants must complete an application register when an application is hand delivered.

POST 03/69 : **DIETICIAN REF NO: 18/2024 (X2 POSTS)**

SALARY : Grade 1: R359 622 per annum
Grade 2: R420 015 per annum
Grade 3: R491 676 per annum

CENTRE : Postmasburg Hospital, ZF Mgcawu District
REQUIREMENTS : Appropriate qualification that allows for the required registration with the HPCSA in the relevant profession. Registration with the HPCSA in the relevant profession. Experience: **Grade 1:** None after obtaining an appropriate qualification or prescribed in-service training that allows for the required registration with the Health Professional Council of South Africa (HPCSA), **Grade 2:** Minimum of 10 years' experience after registration with the Health Professional Council (HPCSA) in the relevant profession in respect of RSA qualified employees who performed Community Service as required in South Africa. **Grade 3:** Minimum of 20 years' experience after registration with the Health Professional Council (HPCSA) in the relevant profession in respect of RSA qualified employees who performed Community Service as required in South Africa. Skills Profile: Report writing skills, Computer Literacy, Interpersonal skills, Teamwork, Resource management (human and other resources), Information Management, Time Management, Planning and execution, Initiative, Communication and presentation skills, Ability to facilitate trainings.

DUTIES : Nutrition management of patients, Nutrition Education, Promotion and Advocacy, Quality assurance of nutrition related services, Collaborations with Relevant Stakeholders, Monitor and Evaluation.

ENQUIRIES : Mr F van Neel Tel No: (054) 337 0600
APPLICATIONS : Applications must be e-mailed to fvanneel@ncpg.gov.za or hand delivered at ZF Mgcawu District Office, 110 Schroeder Street, Upington. Applicants must complete an application register when an application is hand delivered.

POST 03/70 : **SOCIAL WORKER REF NO: 19/2024 (X1 POST)**

SALARY : Grade 1: R294 411 per annum
Grade 2: R359 520 per annum
Grade 3: R432 348 per annum
Grade 4: R530 010 per annum

<u>CENTRE REQUIREMENTS</u>	:	ZF Mgcawu District
	:	Registration with the South African Council of Social Professions as a Social Worker, Experience: Grade 1: None after registration with the SACSP as a Social Worker, Grade 2: A minimum of 10 years' appropriate experience as a Social Worker after registration with the SACSP, Grade 3: A minimum of 20 years' appropriate experience as a Social Worker after registration with the SACSP, Grade 4: A minimum of 30 years' appropriate experience as a Social Worker after registration with the SACSP. Skills Profile: Organizational skills, Job knowledge, good communication skills (verbal and written), Interpersonal skills, Conflict management skills, Problem Solving skills.
<u>DUTIES</u>	:	Social Work Management and Support of all referred clients (Adults and Children), Social Work Management of all TB, MDR and XDR TB clients (Adults and Children) and Those who default on their chronic medication treatment plan, Social Work Management of all clients (Adult and Children) on HIV/Aids, ART, STI's and those who do not adhere to their treatment, Social Work supporting the preventative programmes, Social Work maintaining professional growth, Development and Behaviour and Fulfilling all administrative obligations required.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr F van Neel Tel No: (054) 337 0600
	:	Applications must be e-mailed to fvanneel@ncpg.gov.za or hand delivered at ZF Mgcawu District Office, 110 Schroeder Street, Upington. Applicants must complete an application register when an application is hand delivered.
<u>POST 03/71</u>	:	<u>SOCIAL WORKER REF NO: NCDOH 20/2024 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R294 411 per annum Grade 2: R359 520 per annum Grade 3: R432 348 per annum Grade 4: R530 010 per annum
<u>CENTRE REQUIREMENTS</u>	:	Pixley Ka Seme District: Prieska Hospital
	:	Formal Tertiary qualification in Social Work (Bachelor of Social Arts) that allows professional registration with the SACSSP. Registration with the SACSSP (South African Council for Social Service Profession) as a Social Worker. A valid Driver's. Experience: Grade 1: None. Grade 2: A minimum of 10 years' experience in social work after registration as Social Worker with the SACSSP. Grade 3: A minimum of 20 years' experience in social work after registration as Social Worker with the SACSSP. Grade 4: A minimum of 30 years' experience in social work after registration as Social Worker with the SACSSP.
<u>DUTIES</u>	:	Establish social work services and network for the Institution and maintain communication with stakeholders. Ensure that social work service with regard to the care, support and protection of individuals, groups, families through relevant programmes is rendered. Keep up to date with new developments in the social work field. Undertake social work research and development and contribute to the development of policies. Render a holistic social work services to individual groups and community using all methods of social work practices. Monitor and evaluate the effectiveness of recommended interventions, reports on progress and identify. Further amended interventions to address identified conditions. Liaise / attend meetings with other departments and nongovernmental institutions to take cognizance of the latest developments in the relevant fields. Produce and maintain qualitative and quantitative records of social work interventions processes and Outcomes. Implement social welfare programme in accordance with the need of the community and Government priorities. Supervise all administrative functions required in the unit and undertake the higher level of administrative functions.
<u>ENQUIRIES APPLICATIONS</u>	:	Mrs B Jack HRA – District Office/ Tel No: (053) 632 4000/4206
	:	Applications must be e-mailed to bjack@ncpg.gov.za or hand delivered at Van Der Merwe Street, De Aar, postal address is PO Box 647, De Aar, 7000. Applicants must complete an application register when an application is hand delivered.
<u>POST 03/72</u>	:	<u>SOCIAL WORKER REF NO: NCDOH 21/2024 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R294 411 per annum Grade 2: R359 520 per annum Grade 3: R432 348 per annum

<u>CENTRE REQUIREMENTS</u>	<p>Grade 4: R530 010 per annum</p> <p>: Northern Cape Mental Health and DRTB, Kimberley</p> <p>: Appropriate Bachelor's degree in Social Work or equivalent qualification. Registration with the South African Council of Social Professions as a Social Worker. A valid Code B Driving License Competencies: Knowledge of the following: Relevant legislation, policy and prescripts (norms and standards); Supervision Framework for Social Workers; Knowledge and understanding of human behaviour and social systems as well as skills to intervene at the points where people interact with their environments in order to promote social well-being; Social Work theory and interventions; Information and Knowledge Management; Protocol and professional ethics; Social dynamics, work values and principles; Developing and empowering. Skills to challenge structural sources of poverty, inequality, oppression, discrimination, and exclusion. The ability and competence to assist, develop, advocate for and empower individuals, families, groups, organisations, communities to enhance their social functioning and their problem-solving capabilities. The ability to promote, restore, maintain, advocate for and enhance the functioning of 133 individuals, families, groups and communities enabling them to accomplish tasks, prevent and alleviate distress and use resources effectively. Proven computer literacy; report writing skills; Self-Management skills; Good Planning and organisational skills; Presentation and facilitation skills; Client orientation and customer focus; Understanding and ability to provide social work services towards protecting people who are vulnerable, at risk and unable to protect themselves; written and verbal communication skills. Experience: Grade 1: None. Grade 2: A minimum of 10 years' appropriate experience in Social Work after registration as Social Worker with the SACSSP. Grade 3: A minimum of 20 years' experience in social work after registration as Social Worker with the SACSSP. Grade 4: A minimum of 30 years' experience in social work after registration as Social Worker with the SACSSP. (Recognition of experience - one notch for every fully completed two years' as on 31 March preceding the date of appointment less one year for candidates appointed from outside the public services after complying with registration requirements).</p>
<u>DUTIES</u>	<p>: Render a social work services with regards to the care, support, protection and development of vulnerable individual, groups, families and communities through the relevant programmes (case work, group work and community work); Attend to matters that results in or stems from social instability in any form. Supervise and support social auxiliary workers. Keep up to date with new developments in the social work and social welfare fields. Perform all administrative functions required of the job.</p>
<u>ENQUIRIES APPLICATIONS</u>	<p>: Dr. A Malgas, Head of Psychology / Mr A Links, CEO at (081) 7147 204</p> <p>: Please note applications can be hand delivered to the front reception of James Exum Building or E-Mailed at nhealthhr@ncpg.gov.za</p>
<u>POST 03/73</u>	<p>: <u>PROFESSIONAL NURSE (GENERAL NURSING) REF NO: NCDOH 22/2024 (X2 POSTS)</u></p>
<u>SALARY</u>	<p>: Grade 1: R293 670 – R337 860 per annum</p> <p>: Grade 2: R358 626 – R409 275 per annum</p> <p>: Grade 3: R431 265 - R543 969 per annum</p>
<u>CENTRE REQUIREMENTS</u>	<p>: Loxton PHC, Schmidtsdrift PHC, (Pixley Ka Seme District)</p> <p>: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Registration with the SANC as Professional Nurse. Experience: Grade 1: None. Grade 2: A minimum of 10 years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse. Grade 3: A minimum of 20 Years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse.</p>
<u>DUTIES</u>	<p>: Provide direction and supervision for the implementation of the nursing plan (clinical practice/quality patient care), implement standards, practices criteria and indicators for quality nursing (quality of practice), practice nursing and health care in accordance with the laws and regulations relevant to nursing and health care, maintain a constructive working relationship with nursing and other stakeholders, utilize human, material and physical resources efficiently and effectively.</p>

<u>ENQUIRIES</u>	:	Mrs B Jack HRA – District Office/ Tel No: (053) 632 4000/4206
<u>APPLICATIONS</u>	:	Applications must be e-mailed to bjack@ncpg.gov.za or hand delivered at Van Der Merwe Street, De Aar, postal address is PO Box 647, De Aar, 7000. Applicants must complete an application register when an application is hand delivered.
<u>POST 03/74</u>	:	<u>PROFESSIONAL NURSES (GENERAL NURSING) REF NO: 23/2024 (X7 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R293 670 – R337 860 per annum Grade 2: R358 626 – R409 275 per annum Grade 3: R431 265 - R543 969 per annum
<u>CENTRE</u>	:	ZF Mgcawu District
<u>REQUIREMENTS</u>	:	Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse, Registration with the SANC as Professional Nurse, A valid B (08) driver's license is an inherent requirement. Experience: Grade 1: None, Grade 2: A minimum of 10 years' experience appropriate /recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing, Grade 3: A minimum of 20 years' experience appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing Skills Profile: Good Communication skills, Report writing skills Facilitation skills, Co-ordination skills, Liaison skills, Networking skills, Problem solving skills, Information Management, Knowledge Management, Planning and Organising, Computer Literacy.
<u>DUTIES</u>	:	Provide direction and supervision for the implementation of the nursing plan (clinical practice/quality patient care, implement standards, practices, criteria and indicators for quality nursing (quality of practice), Practice nursing and health care in accordance with the laws and regulations relevant to nursing and health care, maintain a constructive working relationship with nursing and other stakeholders, Utilize human, material and physical resources efficiently and effectively.
<u>ENQUIRIES</u>	:	Mr F van Neel Tel No: (054) 337 0600
<u>APPLICATIONS</u>	:	Applications must be e-mailed to fvanneel@ncpg.gov.za or hand delivered at ZF Mgcawu District Office, 110 Schroeder Street, Upington. Applicants must complete an application register when an application is hand delivered.
<u>POST 03/75</u>	:	<u>PROFESSIONAL NURSE (GENERAL NURSING) REF NO: NCDOH 24/2024 (X2 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R293 670 – R337 860 per annum Grade 2: R358 626 – R409 275 per annum Grade 3: R431 265 - R543 969 per annum
<u>CENTRE</u>	:	Dr Harry Surtie Hospital, Upington
<u>REQUIREMENTS</u>	:	Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Registration with the SANC as Professional Nurse. Experience: Grade 1: None. Grade 2: A minimum of 10 years' experience appropriate /recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing, Grade 3: A minimum of 20 years' experience appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing.
<u>DUTIES</u>	:	Execute duties and functions with proficiency within prescripts of the applicable legislation. Provide safe therapeutic environment. Monitor patient activities. Perform standard procedures in terms of policies and procedures. Adopt multidisciplinary approach to promote holistic patient/client care. Maintain clinical competence by ensuring that scientific principles of nursing care are implemented. Maintain accurate and complete patient records. Maintain client satisfaction through quality service innovation and professional nursing care by upholding the Batho Pele principles and patient's rights. Implementation of standards to ensure adherence to National Core Standards and Ideal Hospital measures. To ensure efficient and effective utilisation of resources. Render quality nursing care to patients to take overall management of the unit in the absence of the Operational Manager. Evaluate staff performance adhering to the set standards of the (EPMDS). Motivate, coach and mentor staff. Management and control of

		scheduled drugs. Required to work day and night duty. Any other duties as required by the supervisor.
<u>ENQUIRIES</u>	:	Mr J Berend Tel No: (054) 332 9094
<u>APPLICATIONS</u>	:	Please note applications can be hand delivered to the front reception of Dr Harry Surtie Hospital in Upington or E-Mailed at johnberend87@gmail.com
<u>POST 03/76</u>	:	<u>PROFESSIONAL NURSE(GENERAL) REF NO: NCDOH 25/2024 (X9 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R293 670 – R337 860 per annum Grade 2: R358 626 – R409 275 per annum Grade 3: R431 265 - R543 969 per annum
<u>CENTRE</u>	:	Robert Mangaliso Sobukwe Hospital, Kimberley
<u>REQUIREMENTS</u>	:	Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Registration with the SANC as Professional Nurse. Experience: Grade 1: None. Grade 2: A minimum of 10 years' experience appropriate /recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Grade 3: A minimum of 20 years' experience appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing.
<u>DUTIES</u>	:	Provide direction and supervision for the implementation of the nursing plan (clinical practice/quality patient care). Implement standards, practices, criteria and indicators for quality nursing (quality of practice). Practice nursing and health care in accordance with the laws and regulations relevant to nursing and health care. Maintain a constructive working relationship with nursing and other stakeholders. Utilize human, material and physical resources efficiently and effectively.
<u>ENQUIRIES</u>	:	Dr E Olivier, Ms M Visser Tel No: (053) 802 2124
<u>APPLICATIONS</u>	:	Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered.
<u>POST 03/77</u>	:	<u>NUTRITIONIST ASSISTANT REF NO: NCDOH 26/2024 (X1 POST)</u>
<u>SALARY</u>	:	R243 627 per annum
<u>CENTRE</u>	:	De Aar Hospital Allied
<u>REQUIREMENTS</u>	:	Appropriate qualifications that allows for the required registration with the HPCSA in relevant profession. Registration with the HPCSA in relevant profession.
<u>DUTIES</u>	:	Obtain dietary information and goals from patients. Work with supervisors to create targeted eating plans for patients. Record and consider any individual risk factors or dietary restrictions that will impact a patient's eating plan. Assist in the distribution of meals by ensuring that they're delivered on time and to the right patients. Instruct patients and their families on the benefits of healthy eating and answer any questions they may have about.
<u>ENQUIRIES</u>	:	Mrs B Jack HRA – District Office/ Tel No: (053) 632 4000/4206
<u>APPLICATIONS</u>	:	Applications must be e-mailed to bjack@ncpg.gov.za or hand delivered at Van Der Merwe Street, De Aar, postal address is P O Box 647, De Aar, 7000. Applicants must complete an application register when an application is hand delivered.
<u>POST 03/78</u>	:	<u>PHARMACIST ASSISTANT (POST-BASIC) REF NO: 27/2024 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R239 682 per annum Grade 2: R277 398 per annum Grade 3: R299 244 per annum
<u>CENTRE</u>	:	ZF Mgcau District
<u>REQUIREMENTS</u>	:	Registration with the SAPC as Pharmacist Assistant (Post Basic), Experience: Grade 1: None after registration with the SAPC as Pharmacist Assistant (Post Basic), Grade 2: A minimum of 5 years' appropriate experience as a Pharmacist Assistant (Post Basic) after registration with the SAPC, Grade 3: A minimum of 13 years' appropriate experience as a Pharmacist Assistant (Post Basic) after registration with the SAPC Skills Profile: Organizational skills, Good communication skills (verbal and written), Interpersonal skills, Conflict management skills, Problem Solving skills.

DUTIES : Management of Medicines and Related items, Safe and rational use of medicines and medical devices, Professional and personal practice, Promotion of public health.

ENQUIRIES : Mr F van Neel Tel No: (054) 337 0600
APPLICATIONS : Applications must be e-mailed to fvanneel@ncpg.gov.za or hand delivered at ZF Mgcawu District Office, 110 Schroeder Street, Upington. Applicants must complete an application register when an application is hand delivered.

POST 03/79 : **EMERGENCY CARE TECHNICIAN REF NO: 28/2024 (X1 POST)**

SALARY : Grade 1: R239 682 per annum, (basic salary package)
Grade 2: R290 943 per annum, (basic salary package)
Grade 3: R339 840 per annum, (basic salary package)

CENTRE : Groblershoop, ZF Mgcawu District
REQUIREMENTS : Successful completion of the Emergency Care Technician course that allows registration with the HPCSA as Emergency Care Technician. Registration with the HPCSA as Emergency Care Technician. Experience: **Grade 1:** None after registration with the HPCSA as an Emergency Care Technician, **Grade 2:** A minimum of 7 years after registration as an Emergency Care Technician, **Grade 3:** A minimum of 14 years' experience after registration as an Emergency Care Technician. Skills Profile: Good Communication skills, Report writing skills, Co-ordination skills, Networking skills, Problem solving skills, Knowledge Management, Planning and Organising.

DUTIES : Effective, Quality pre-hospital Emergency Care Service, Maintenance of Emergency Vehicles and Equipment, Effective communication with regards to patients, colleagues and other services and members of public. Effectively maintaining admin function, Effective support of Supervisor and Training.

ENQUIRIES : Mr F van Neel Tel No: (054) 337 0600
APPLICATIONS : Applications must be e-mailed to fvanneel@ncpg.gov.za or hand delivered at ZF Mgcawu District Office, 110 Schroeder Street, Upington. Applicants must complete an application register when an application is hand delivered.

POST 03/80 : **STAFF NURSE REF NO: NCDOH 29/2024 (X3 POSTS)**

SALARY : Grade1: R199 725 – R222 939 per annum
Grade 2: R237 210 – R264 948 per annum
Grade 3: R277 752 – R337 860 per annum

CENTRE : Dr Harry Surtie Hospital, Upington
REQUIREMENTS : Qualification that allows registration with the SANC as Staff Nurse Registration with the SANC as Enrolled Nurse. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years' appropriate/recognisable experience in nursing after registration with the SANC as Staff Nurse. **Grade 3:** A minimum of 20 years' appropriate/recognisable experience in nursing after registration with the SANC as Staff Nurse.

DUTIES : Execute duties and functions with proficiency within prescripts of the applicable legislation. Provide safe therapeutic environment. Monitor patient activities. Perform standard procedures in terms of policies and procedures. Adopt multidisciplinary approach to promote holistic patient/client care. Maintain clinical competence by ensuring that scientific principles of nursing care are implemented. Maintain accurate and complete patient records. Maintain client satisfaction through quality service innovation and professional nursing care by upholding the Batho Pele principles and patient's rights. Implementation of standards to ensure adherence to National Core Standards and Ideal Hospital measures. To ensure efficient and effective utilisation of resources. Render quality nursing care to patients to take overall management of the unit in the absence of the Operational Manager. Evaluate staff performance adhering to the set standards of the (EPMDS). Motivate, coach and mentor staff. Management and control of scheduled drugs. Required to work day and night duty. Any other duties as required by the supervisor.

ENQUIRIES : Mr J Berend Tel No: (054) 332 9094
APPLICATIONS : Please note applications can be hand delivered to the front reception of Dr Harry Surtie Hospital in Upington or E-Mailed at johnberend87@gmail.com

<u>POST 03/81</u>	:	<u>STAFF NURSE REF NO 30/2024 (X1 POST)</u>
<u>SALARY</u>	:	Grade1: R199 725 – R222 939 per annum Grade 2: R237 210 – R264 948 per annum Grade 3: R277 752 – R337 860 per annum
<u>CENTRE REQUIREMENTS</u>	:	ZF Mgcawu District Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Staff Nurse, Registration with the SANC as Staff Nurse. Experience: Grade 1: None, Grade 2: A minimum of 10 years' experience after registration with the SANC as a Staff Nurse, Grade 3: A minimum of 20 years' experience after registration with the SANC as Staff Nurse. Skills Profile: Good Communication skills, Basic writing skills, Basic Interpersonal Skills, Elementary Facilitation skills, Networking skills, Problem solving skills, Knowledge Management.
<u>DUTIES</u>	:	Development and implementation of basic patient care plans, Provide basic clinical nursing care, Effective utilisation of resources, Maintain professional growth/ethical standards and self-development.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr F van Neel Tel No: (054) 337 0600 Applications must be e-mailed to fvanneel@ncpg.gov.za or hand delivered at ZF Mgcawu District Office, 110 Schroeder Street, Upington. Applicants must complete an application register when an application is hand delivered.
<u>POST 03/82</u>	:	<u>STAFF NURSE REF NO: NCDOH 31/2024 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R199 725 – R222 939 per annum Grade 2: R237 210 – R264 948 per annum Grade 3: R277 752 – R337 860 per annum
<u>CENTRE REQUIREMENTS</u>	:	Robert Mangaliso Sobukwe Hospital, Kimberley Qualification that allows registration with the SANC as Staff Nurse, Registration with the SANC as Enrolled Nurse. Experience: Grade 1: None, Grade 2: A minimum of 10 years' appropriate/recognisable experience in nursing after registration with the SANC as Staff Nurse. Grade 3: A minimum of 20 years' appropriate/recognisable experience in nursing after registration with the SANC as Staff Nurse.
<u>DUTIES</u>	:	Development and implementation of basic patient care plans. Provide basic clinical nursing care. Effective utilization of resources. Maintain professional growth/ethical standards and self-development.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr E Olivier, Ms M Visser Tel No: (053) 802 2124 Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered.
<u>POST 03/83</u>	:	<u>STAFF NURSE GRADE REF NO: 32/2024 (X3 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R199 725 – R222 939 per annum Grade 2: R237 210 – R264 948 per annum Grade 3: R277 752 – R337 860 per annum
<u>CENTRE REQUIREMENTS</u>	:	Colesberg Hospital, Carnavon PHC, Victoria West PHC Qualification that allows registration with SANC as a Staff Nurse. Candidate must have current registration receipt as a Staff Nurse. Candidate must have basic communication and writing skills. Be able to function as part of a team. Experience: Grade 1: None, Grade 2: A minimum of 10 years' appropriate/recognisable experience in nursing after registration with the SANC as Staff Nurse. Grade 3: A minimum of 20 years' appropriate/recognisable experience in nursing after registration with the SANC as Staff Nurse.
<u>DUTIES</u>	:	Provide basic clinical nursing care in accordance with the scope of practice and nursing standards. Implementation and development of basic patient care plans to provide quality patient care. Demonstrate knowledge and understanding of relevant legal and ethical framework i.e. Acts, policies, SOP's, guidelines and protocols governing the public service. Demonstrate basic knowledge of Ideal Hospital Realization and maintenance. Effective utilization of resources,

maintenance of proper and accurate record keeping. Demonstrate basic communication with patients, Supervisors and colleagues. Willing to rotate through department and work night duty. Maintain professional growth / ethical standards and self-development. Work as part of a multidisciplinary team and support the managers to ensure quality nursing care.

ENQUIRIES : Mrs B Jack HRA – District Office/ Tel No: (053) 632 4000/4206
APPLICATIONS : Applications must be e-mailed to bjack@ncpg.gov/za or hand delivered at Van Der Merwe Street, De Aar, postal address is P O Box 647, De Aar, 7000. Applicants must complete an application register when an application is hand delivered.

POST 03/84 : **EMERGENCY CARE OFFICER REF NO: NCDOH 33/2024 (X4 POSTS)**

SALARY : Grade 1: R169 737 per annum
 Grade 3: R197 343 per annum

CENTRE : Pixley Ka Seme District: Vosburg PHC, Britstown PHC, Schmidtsdrift PHC, Richmond CHC

REQUIREMENTS : **Grade 1:** Successful completion of an appropriate Basic Life Support (BLS) course that allows registration with the HPCSA as Basic Ambulance Assistant. Registration with the HPCSA as Basic Ambulance Assistant (BAA). **Grade 3:** Successful completion of an appropriate Intermediate Life Support (ILS) course that allows registration with the HPCSA as Ambulance Emergency Assistant. Registration with the HPCSA as Ambulance Emergency Assistant (AEA). Experience: **Grade 1:** None after registration with the HPCSA as Basic Ambulance Assistant **Grade 3:** None after registration with the HPCSA as Ambulance Emergency Assistant.

DUTIES : Responsible for the treatment of patient within the scope of practice of Basic Ambulance Assistant. Transport patients as part of Planned Patient Transport and inter-facility transfer system under Emergency Medical Services. Provide emergency medical care and related assistance during special events. Responsible for care and proper management of Emergency Medical Services resources. Provide emergency medical assistance and other duties required by Directorate. Perform any other duties as delegated by the supervisor. Candidates are expected to work shift. Candidates are also expected to undergo through physical and Medical surveillance.

ENQUIRIES : Mrs B Jack HRA – District Office/ Tel No: (053) 632 4000/4206
APPLICATIONS : Applications must be e-mailed to bjack@ncpg.gov/za or hand delivered at Van Der Merwe Street, De Aar, postal address is P O Box 647, De Aar, 7000. Applicants must complete an application register when an application is hand delivered.

POST 03/85 : **NURSING ASSISTANT REF NO: NCDOH 34/2024 (X8 POSTS)**

SALARY : Grade 1: R157 761 – R175 728 per annum
 Grade 2: R184 026 – R205 281 per annum
 Grade 3: R216 876 – R264 948 per annum

CENTRE : Victoria West PHC
 Loxton PHC
 Carnarvon CHC
 Marydale PHC
 Campbell CHC
 Niekershoop Clinic
 Van Wyksvlei Clinic
 Colesberg Hospital

REQUIREMENTS : Qualification that allows registration with the SANC as a Nursing Assistant. Registration with the SANC as Nursing Assistant. Shortlisted candidates will be required to submit current proof of registration with SANC as a Nursing assistant. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years' experience after registration with SANC as a nursing assistant. **Grade 3:** A minimum of 20 years' experience after registration with SANC as a nursing assistant. Skills Profile: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks such as: Nursing Act, Health Act, Occupational Health and Safety Act, Patient Rights Charter, Batho-Pele principles, Public Service Regulations, Labour Relations Act, Disciplinary Code and Procedure, Grievance Procedure, etc, Elementary communication skills Elementary writing skills Ability

to function as part of a team Interpersonal skills, Responsiveness Pro-activeness Professionalism Accuracy Flexibility Initiative Cooperation Team player Supportive Assertive.

DUTIES : Assist patients with activities of daily living (physical care): Maintain hygiene of patient; Provide nutrition; Assist with mobility; Assist with elimination processes. Provide elementary clinical nursing care: Measure, interpret and record vital signs; Operate all relevant apparatus and equipment; Assist professional nurses with clinical procedures (i.e. administering of oral medication); Preparation of patients for diagnostic and surgical procedures; Maintain professional growth/ethical standards and self-development: To maintain the code of conduct as required in the Public Service and by the Professional Body; Seek learning opportunities, i.e. in-service training, courses.

ENQUIRIES APPLICATIONS : Mrs B Jack HRA – District Office/ Tel No: (053) 632 4000/4206
: Applications must be e-mailed to bjack@ncpg.gov.za or hand delivered at Van Der Merwe Street, De Aar, postal address is P O Box 647, De Aar, 7000. Applicants must complete an application register when an application is hand delivered.

POST 03/86 : **NURSING ASSISTANT REF NO: 35/2024 (X9 POSTS)**

SALARY : Grade 1: R157 761 – R175 728 per annum
Grade 2: R184 026 – R205 281 per annum
Grade 3: R216 876 – R264 948 per annum

CENTRE REQUIREMENTS : ZF Mgcawu District
: Qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Nursing Assistant, Registration with the SANC as Nursing Assistant. Experience: **Grade 1:** None, **Grade 2:** A minimum of 10 years' experience after registration with the SANC as a nursing assistant, **Grade 3:** A minimum of 20 years of experience after registration with the SANC as Nursing Assistant Skills Profile: Good Communication skills, Basic writing skills, Basic Interpersonal Skills, Elementary Facilitation skills, Networking skills, Problem solving skills, Knowledge Management.

DUTIES : Assist patients with activities of daily living (physical care), Prove elementary clinical nursing care, Maintain professional growth/ethical standards and self-development.

ENQUIRIES APPLICATIONS : Mr F van Neel Tel No: (054) 337 0600
: Applications must be e-mailed to fvanneel@ncpg.gov.za or hand delivered at ZF Mgcawu District Office, 110 Schroeder Street, Upington. Applicants must complete an application register when an application is hand delivered.

POST 03/87 : **NURSING ASSISTANT REF NO: NCDOH 36/2024 (X4 POSTS)**

SALARY : Grade 1: R157 761 – R175 728 per annum
Grade 2: R184 026 – R205 281 per annum
Grade 3: R216 876 – R264 948 per annum

CENTRE REQUIREMENTS : Robert Mangaliso Sobukwe Hospital, Kimberley
: Qualification that allows registration with the SANC as Nursing Assistant. Registration with SANC as Nursing Assistant. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years' experience after registration with the SANC as a nursing assistant. **Grade 3:** A minimum of 20 years appropriate experience after registration with SANC as nursing assistant.

DUTIES : Demonstrate elementary understanding of nursing legislation and related legal and ethical nursing practices. Perform an elementary clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Promote quality of elementary nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility.

ENQUIRIES APPLICATIONS : Dr E Olivier, Ms M Visser Tel No: (053) 802 2124
: Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered.

<u>POST 03/88</u>	:	<u>NURSING ASSISTANT REF NO: NCDOH 37/2024 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R157 761 – R175 728 per annum Grade 2: R184 026 – R205 281 per annum Grade 3: R216 876 – R264 948 per annum
<u>CENTRE REQUIREMENTS</u>	:	Dr Harry Surtie Hospital, Upington Qualification that allows registration with the SANC as Nursing Assistant. Experience: Grade 1: None. Grade 2: A minimum of 10 years' experience after registration with the SANC as a nursing assistant.
<u>DUTIES</u>	:	Assist patients with activities of daily living. Provide elementary clinical nursing care. Assist with elimination process. Measure, interpret and record vital signs. Operate all relevant apparatus and equipment. Assist professional nurses with clinical procedures. Preparation of patients for diagnostic and surgical procedures. Maintain the code of conduct as required in the Public Service. Implementation of standards to ensure adherence to National Core Standards and Ideal Hospital measures.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr J Berend Tel No: (054) 332 9094 Please note applications can be hand delivered to the front reception of Dr Harry Surtie Hospital in Upington or E-Mailed at johnberend87@gmail.com

OFFICE OF THE PREMIER

<u>APPLICATIONS</u>	:	Please forward the applications for the post quoting the relevant reference number to: Senior Manager, Human Resources Administration, Private Bag X5016, Kimberley, 8300 or hand deliver at Office of the Premier, T&I Building, Ground Floor (Security), 69 Memorial Road, Monument Heights, Kimberley, for Attention: Mr V Fredericks or email to hrarecruitment@ncpg.gov.za
<u>FOR ATTENTION CLOSING DATE</u>	:	Mr V Fredericks 09 February 2024
<u>NOTE</u>	:	The NC Provincial Government is an equal opportunity, affirmative action employer and aims to achieve gender and disability representivity at HOD level. Therefore, we specifically call for suitably qualified women and persons with disability to apply. Applications must be submitted on the new application for employment form (Z83). The new form can be downloaded at www.dpsa.gov.za -vacancies or obtainable from any Public Service Department and should be accompanied by a comprehensive CV specifying all qualifications, experience with respective dates. Applications submitted using the old Z83 form will not be accepted. Only shortlisted candidates will be required to submit certified copies of qualifications, ID and driver's licence before or on the day of the interview. Failure to comply with these pre-conditions will disqualify applications from being processed. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). No late applications will be accepted. All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be accordingly communicated by the Department. All shortlisted candidates will further be subjected to a personnel suitability check which includes criminal record checks, verification of qualifications, financial and asset record checks, previous employment verification and citizenship verification. A further requirement for all applicants is a successful completion of the Senior Management Pre-Entry Programme as endorsed by the National School of Government (NSG), No appointment shall be finalized without the relevant candidate producing the Nyukela pre-entry certificate for SMS. 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/ . The successful candidate will be required to provide proof of completion of the NSG Public Service Management Leadership Programme Certificate for entry into the SMS. All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be accordingly communicated by the Department. Following the interview and 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 the competency-

based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tool. Shortlisted candidates will further be subjected to personnel suitability check which includes criminal record checks, verification of qualifications, financial and asset record checks, previous employment verification and citizenship verification. The successful candidate will be required to enter into an annual performance agreement and will have to disclose his/her financial interests annually. As Head of Department, the successful candidate will be subject to a security vetting at top secret level.

MANAGEMENT ECHELON

<u>POST 03/89</u>	:	<u>HEAD OF DEPARTMENT FOR EDUCATION REF NO: HOD/DOE/01/2024</u>
<u>SALARY</u>	:	R1 663 581 per annum (Level 15), (all-inclusive remuneration package), (all-inclusive remuneration package consists of a basic salary and flexible portion structured according to personal needs, plus 10% non-pensionable Head of Department allowance.)
<u>CENTRE REQUIREMENTS</u>	:	Kimberley A relevant post graduate qualification (NQF level 8) as recognised by SAQA supported by at least 8 years' experience at Senior Management level of which at least 3 years must be with any organ of State as defined in the Constitution, Act 108 of 1996. The successful candidates will champion accelerated, efficient, effective, and development-oriented service delivery in pursuit of the National Development Plan and the Medium-Term Strategic Framework within the overarching context of the Northern Cape Government's vision of a Modern, Growing and Successful Province. Competencies: Proven strategic and leadership qualities, project and financial management skills. An innovative person who will ensure the highest standard of service delivery. Excellent problem solving and analytical skills, people management and empowerment attributes. The successful candidate must also display the highest standard of ethical and moral conduct and the ability to communicate at all levels. Moreover, honesty, integrity, analytical thinking and research are pre-requisites. A valid driver's license and computer skills, advanced knowledge of relevant legislation such as the Public Finance Management Act (PFMA), Treasury Regulations, Supply Chain Management policy framework, Public Service Act and Regulations are further prerequisites.
<u>DUTIES</u>	:	Responsible for all function/duties as Head of Department in terms of the Public Service Act and the Public Service Regulations the successful candidate will be expected to: Develop and implement a departmental strategic plan both for the in year and the MTEF period plus 2 years; Take all the necessary steps to ensure that the department is organized and structured in a manner that will enable the effective and efficient delivery of the Department's mandate; Be responsible for all functions/duties as Accounting Officer in terms of the Public Finance Management Act and Treasury Regulations; Monitor and ensure compliance with all applicable legislation; Provide strategic management leadership through planning, organizing, monitoring and controlling the performance of the Department.
<u>ENQUIRIES</u>	:	Mr J Bekebeke Cell phone No: (066) 484 5888