

**PROVINCIAL ADMINISTRATION: MPUMALANGA
DEPARTMENT OF HEALTH**

The Department of Health is an equal opportunity, affirmative action employer. It is our intention to promote representivity in respect of race, gender and disability through the filling of these positions. Candidates whose transfer / promotion / appointment will promote representivity will receive preference.

APPLICATIONS : Departmental Online Application System: www.mpuhealth.gov.za

CLOSING DATE : 31 January 2025

NOTE : N.B. Applicants are advised to apply as early as possible to avoid disappointments. 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. In order to alleviate administration burden on HR Sections as well as considering the cost for applicants, Departments are encouraged to request certified copies of qualifications and other relevant documents from shortlisted candidates only which may be submitted to HR on or before the day of the interview following communication from the relevant HR section of the Department. All posts health/engineering posts that are advertised within the Department professional registration will be required from various statutory council for shortlisted candidates. A complete set of application documents should be submitted separately for every post that you wish to apply for. Please ensure that you clearly state the full post description and the relevant Post Reference Number on your application. No fax applications will be considered. Applicants must ensure that they fully complete and sign form Z 83, even if they are attaching a CV. Incomplete and/or unsigned applications will not be considered. If you are currently in service, please indicate your PERSAL number at the top of form Z83. Due to ongoing internal processes, the Department reserves the right to withdraw any post at any time. The Department reserves the right to verify the qualifications of every recommended candidate prior to the issuing of an offer of appointment. All short listed candidates will be subject to a vetting process prior to appointment. If no response is received from Mpumalanga Department of Health within 90 days after the closing date of the advertisement, applicants must assume that their application was not successful. Please quote the CORRECT references when applying and where possible the station / centre where the post is. www.mpuhealth.gov.za Only Online Applications will be accepted. NB: Candidates who are not contacted within 90 DAYS after the closing date must consider their applications as having been unsuccessful. Please Note The Department reserves the right to amend / review / withdraw the advertised posts if by so doing, the best interest of the department will be well served. (People with disabilities are also requested to apply and indicate such in their applications)

OTHER POSTS

POST 02/169 : **MEDICAL OFFICER GRADE 1 REF NO: MPDOH/JAN/25/732 (X17 POSTS)**

SALARY : R949 146 - R1 021 911 per annum

CENTRE : Rob Ferreira Hospital (X5 Posts)
Shongwe Hospital (X3 Posts)
Themba Hospital (X1 Post)
Themba Mortuary (X1 Post)
Mapulaneng Hospital (X4 Posts)
Barberton Hospital (X1 Post)
Tonga Hospital (X1 Post)
Matibidi Hospital (X1 Post)

REQUIREMENTS: : MBChB degree (qualification) that allows registration with the HPCSA as a Medical Practitioner. Current registration with the HPCSA as a Medical Practitioner (2024) (Independent Practice). A valid work permit will be required from non-South Africans. Sound knowledge of medical ethics. Multidisciplinary management and team work and experience in the respective medical discipline. Knowledge of current Health and Public Service regulations and policies. Skills in terms of consultations, history taking, examination, clinical assessment and clinical management. Grade 1: No experience required after registration with the HPCSA as Medical Practitioner (Independent Practice). Minimum of 1 year relevant experience after registration with a recognised Foreign Health Professions and / or the HPCSA as a Medical Practitioner (Independent Practice) for foreign qualified employees. Knowledge, Skills, Training and Competences Required: Sound knowledge of medical ethics. Multidisciplinary management and team work and experience in the respective medical discipline. Sound clinical knowledge, competency and skills in general clinical domains. The ability to work under supervision as an efficient team member. Good communication, leadership, interpersonal, and supervisory skills. Ability to manage patients independently, diligently, responsibility and engage when necessary. Knowledge of current health policies, legislation, programmes and priorities within the domain. Ability to teach, guide and junior staff within the department. Behavioural Attributes: Stress tolerance, to work within a team, self-confidence and the ability to build and maintain good relationship.

DUTIES : To execute duties and functions with proficiency, to support the aims and objectives of the Institution that consistent with standards of patient care. Accept responsibility for the

management of patients admitted in a level 2/3 package of service facility. Assist in the preparation and implementation of guidelines and protocols. Participate in academic and training programmes. Sound clinical knowledge with regard to medicine. Ability to deal with all medical emergencies. Knowledge of ethical medical practice. Assist with clinical audits actively participate in continuous professional development. Provide support to hospital management towards an efficient standard of patient care and services is maintained.

ENQUIRIES

: Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi (013) 766 3339, Mr. Mxolisi Maseko (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 02/170

: **MEDICAL OFFICER GRADE 1 REF NO: MPDOH/JAN/25/735 (X3 POSTS)**

SALARY

: R949 146 - R1 021 911 per annum

CENTRE

: Witbank Hospital (X2) and Siphosensimbi CHC (X1) (Nkangala District)

REQUIREMENTS

: MBChB degree (qualification) that allows registration with the HPCSA as a Medical Practitioner. Current registration with the HPCSA as a Medical Practitioner (2024) (Independent Practice). A valid work permit will be required from non-South Africans. Sound knowledge of medical ethics. Multidisciplinary management and team work and experience in the respective medical discipline. Knowledge of current Health and Public Service regulations and policies. Skills in terms of consultations, history taking, examination, clinical assessment and clinical management. Grade 1: No experience required after registration with the HPCSA as Medical Practitioner (Independent Practice). Minimum of 1 year relevant experience after registration with a recognised Foreign Health Professions and / or the HPCSA as a Medical Practitioner (Independent Practice) for foreign qualified employees. Knowledge, Skills, Training and Competences Required: Sound knowledge of medical ethics. Multidisciplinary management and team work and experience in the respective medical discipline. Sound clinical knowledge, competency and skills in general clinical domains. The ability to work under supervision as an efficient team member. Good communication, leadership, interpersonal, and supervisory skills. Ability to manage patients independently, diligently, responsibility and engage when necessary. Knowledge of current health policies, legislation, programmes and priorities within the domain. Ability to teach, guide and junior staff within the department. Behavioural Attributes: Stress tolerance, to work within a team, self-confidence and the ability to build and maintain good relationship.

DUTIES

: To execute duties and functions with proficiency, to support the aims and objectives of the Institution that consistent with standards of patient care. Accept responsibility for the management of patients admitted in a level 2/3 package of service facility. Assist in the preparation and implementation of guidelines and protocols. Participate in academic and training programmes. Sound clinical knowledge with regard to medicine. Ability to deal with all medical emergencies. Knowledge of ethical medical practice. Assist with clinical audits actively participate in continuous professional development. Provide support to hospital management towards an efficient standard of patient care and services is maintained.

ENQUIRIES

: Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi (013) 766 3339, Mr. Mxolisi Maseko (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 02/171

: **MEDICAL OFFICER GRADE 1 REF NO: MPDOH/JAN/25/740 (X5 POSTS)**

SALARY

: R949 146 - R1 021 911 per annum

CENTRE

: Bethal Hospital (X3 Posts)
Evander Hospital (X1 Post)
Bethal Mortuary (X1 Post)

REQUIREMENTS

: MBChB degree (qualification) that allows registration with the HPCSA as a Medical Practitioner. Current registration with the HPCSA as a Medical Practitioner (2024) (Independent Practice). A valid work permit will be required from non-South Africans. Sound knowledge of medical ethics. Multidisciplinary management and team work and experience in the respective medical discipline. Knowledge of current Health and Public Service regulations and policies. Skills in terms of consultations, history taking, examination, clinical assessment and clinical management. Grade 1: No experience required after registration with the HPCSA as Medical Practitioner (Independent Practice). Minimum of 1 year relevant experience after registration with a recognised Foreign Health Professions and / or the HPCSA as a Medical Practitioner (Independent Practice) for foreign qualified employees. Knowledge, Skills, Training and Competences Required: Sound knowledge of medical ethics. Multidisciplinary management and team work and experience in the respective medical discipline. Sound clinical knowledge, competency and skills in general clinical domains. The ability to work under supervision as an efficient team member. Good communication, leadership, interpersonal, and supervisory skills. Ability to manage patients independently, diligently, responsibility and engage when necessary. Knowledge of current health policies, legislation, programmes and priorities within the domain. Ability to teach, guide and

junior staff within the department. Behavioural Attributes: Stress tolerance, to work within a team, self-confidence and the ability to build and maintain good relationship.

DUTIES : To execute duties and functions with proficiency, to support the aims and objectives of the Institution that consistent with standards of patient care. Accept responsibility for the management of patients admitted in a level 2/3 package of service facility. Assist in the preparation and implementation of guidelines and protocols. Participate in academic and training programmes. Sound clinical knowledge with regard to medicine. Ability to deal with all medical emergencies. Knowledge of ethical medical practice. Assist with clinical audits actively participate in continuous professional development. Provide support to hospital management towards an efficient standard of patient care and services is maintained.

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POST 02/172 : **MANAGER NURSING (PN-A9): CRONIC DISEASES & GERIATRICS REF NO: MPDOH/JAN/25/741**

SALARY : R1 094 880 – R1 251 879 per annum
CENTRE : Provincial Office, Mbombela (Nelspruit)
REQUIREMENTS : Senior Certificate / Grade 12 plus Basic qualification accredited with SANC in terms of Government Notice R425 (i.e. Diploma / Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse (2024). A tertiary qualification in Health Sciences, preferably in Public Health. A minimum of ten (10 years appropriate / recognizable experience in nursing after registration as a Professional Nurse. At least five (5) years of the period referred to above must be appropriate / recognizable experience in Chronic Diseases & Geriatrics as an Assistant Manager. Extensive knowledge and understanding of the PFMA, the priorities of the Chronic Diseases & Geriatrics and the priorities of the programme. The ability to integrate with other programmes in rolling out and implement the Integrated Chronic Care Model (ICDM) in all PHC facilities. Knowledge and experience in policy development, strategic planning, financial management, contract and project management, program development, monitoring and evaluation. Experience in conducting training. Valid driver's licence. Competencies: Understanding policies for the management of chronic diseases and geriatric issues. Strategic leadership qualities. Ability to work under pressure. Good verbal and written communication and people skills.

DUTIES : To develop policies for Chronic Diseases & Geriatrics. Develop a provincial strategy that is in line with the National NCD Strategy. Monitor contracts related to the programme. Develop a provincial strategy that is aligned to the national strategy for non-communicable diseases to improve the life expectancy. Coordinate geriatric issues in the province that includes advocating for services for older persons. Draw year plans on geriatric services in collaboration with relevant stakeholders. Develop strategies for improving access of health services to older persons. Monitor the implementation of relevant policies on older persons. Provide technical support to NGO's and NPO that are working with chronic diseases and older person in the community. Provide co-ordinate training to health professionals on matters affecting older persons. Compile reports.

ENQUIRIES : Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi (013) 766 3339, Mr. Mxolisi Maseko (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

APPLICATIONS : Departmental Online Application System: www.mpuhealth.gov.za.

POST 02/173 : **MANAGER NURSING (PN-A9): PHC REF NO: MPDOH/JAN/25/742**
Re-advertisement

SALARY : R1 094 880 – R1 2251 879 per annum
CENTRE : Provincial Office, Mbombela (Nelspruit)
REQUIREMENTS : Senior Certificate / Grade 12 plus Basic qualification accredited with SANC in terms of Government Notice R425 (i.e. Diploma / Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse (2024). A tertiary qualification in Health Sciences, preferably in Public Health. A minimum of ten (10 years appropriate / recognizable experience in nursing after registration as a Professional Nurse. At least 5 years of the period referred to above must be appropriate / recognizable experience in management level at Public Health Service. Competencies: Knowledge of the District Health System, District Health Planning, District Health Expenditure Reviews. A demonstrable understanding of the PFMA and Treasury Regulations, Financial Management, People Management and Empowerment, Client Orientation and Customer Care. Skills: Leadership, Excellent Communication skills (verbal and written), Problem Solving, Computer Literacy and Presentation Skills. Ability to work under pressure. Valid driver's licence.

- DUTIES** : Manage and evaluate the implementation of policy frameworks for service delivery by Primary Health Care facilities. Monitor and evaluate the implementation of services by CHC's and clinics, including mobile clinics. Coordinate and evaluate implantation of the five streams for health system strengthening. Facilitate transformation of nursing management. Coordinate and manage NPO's that provide PHC services. Monitor optimal functioning of clinic committees. Monitor and evaluate the norms and standards for nursing practice in Primary Health Care. Promote professionalism in Primary Health Care.
- ENQUIRIES** : Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi (013) 766 3339, Mr. Mxolisi Maseko (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
- POST 02/174** : **OPERATIONAL MANAGER NURSING (PN-B3): OUTPATIENTS REF NO: MPDOH/JAN/25/743**
Re-advertisement
- SALARY CENTRE REQUIREMENTS** : R656 96 4 –R748 683 per annum
: Witbank Hospital (Nkangala District)
: Senior Certificate / Grade 12 plus Basic R425 qualification (i.e. Diploma/ Degree in Nursing) that allows registration with the 'South African Nursing Council' (SANC) as a Professional Nurse (2024). A minimum of nine (9) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least five (5) years' experience after obtaining the one (1) post-basic qualification in the relevant specialty. At least three (3) years of the period referred to above must be appropriate/recognize experience at management level. A post basic qualification in Nursing Administration/Health service management. Competencies/Knowledge/Skills: Knowledge of legal prescripts that regulate nursing and health services. Computer literacy i.e. (Ms Word, Power Point). Ability to work independently and innovatively. Facilitation and presentation skills, problem solving and decision-making skills.
- DUTIES** : Provide effective management and professional leadership in the specialized units of Outpatients Unit. Demonstrate effective communication with patients, supervisors, other health professional and junior colleagues including more complex report writing when required Effective management, utilization and supervision of all resources Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensure that the unit adheres to the principles of Batho Pele Maintain clinical competence by ensuring that scientific principles of nursing and clinical governance are implemented. Demonstrate an in-depth understanding of nursing legislation and related legal and ethical nursing practice. Exercise control of discipline, grievance and any labour related issues in terms of laid down procedures. Provide supportive supervision and comply with PMDS evaluation of staff, formulate training programs and participate in training and development of staff and nursing students Monitor implementation of Disaster management, monitor implementation of NCS and Ideal Hospital Realization Framework and interpret its impact on service delivery thereof. Co-ordinate and participate in health promotion activities and monitor and evaluation of data Demonstrate basic computer literacy as a support tool to enhance service delivery.
- ENQUIRIES** : Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi (013) 766 3339, Mr. Mxolisi Maseko (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
- POST 02/175** : **OPERATIONAL MANAGER NURSING (PN-B3): TRAUMA AND EMERGENCY REF NO: MPDOH/JAN/25/744**
Re-advertisement
- SALARY CENTRE REQUIREMENTS** : R656 964 – R748 683 per annum
: Witbank Hospital (Nkangala District)
: Senior Certificate / Grade 12 plus Basic R425 qualification (i.e. Diploma/ Degree in Nursing) that allows registration with the 'South African Nursing Council' (SANC) as a Professional Nurse (2024). A minimum of nine (9) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least five (5) years' experience after obtaining the one (1) Diploma in R212 Qualification in Trauma and Emergency Nursing Science: At least three (3) years of the period referred to above must be appropriate/recognize experience at management level. A post basic qualification in Nursing Administration/Health service management Competencies/Knowledge/Skills: Knowledge of legal prescripts that regulate nursing and health services. Computer literacy i.e. (MS Word, Power Point). Ability to work independently and innovatively. Facilitation and presentation skills, problem solving and decision-making skills.
- DUTIES** : Provide effective management and professional leadership in the specialized units of Trauma and Emergency Unit. Demonstrate effective communication with patients, supervisors, other health professional and junior colleagues including more complex report writing when required Effective management, utilization and supervision of all resources Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensure that the unit adheres

to the principles of Batho Pele Maintain clinical competence by ensuring that scientific principles of nursing and clinical governance are implemented. Demonstrate an in-depth understanding of nursing legislation and related legal and ethical nursing practice. Exercise control of discipline, grievance and any labour related issues in terms of laid down procedures. Provide supportive supervision and comply with PMDS evaluation of staff, formulate training programs and participate in training and development of staff and nursing students Monitor implementation of Disaster management, monitor implementation of NCS and Ideal Hospital Realization Framework and interpret its impact on service delivery thereof. Co-ordinate and participate in health promotion activities and monitor and evaluation of data Demonstrate basic computer literacy as a support tool to enhance service delivery.

ENQUIRIES

: Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi (013) 766 3339, Mr. Mxolisi Maseko (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 02/176

: **OPERATIONAL MANAGER NURSING (PN-B3): CRITICAL CARE (NEUROSURGICAL WARD / ADULT CARE) REF NO: MPDOH/JAN/25/745**
Re-advertisement

SALARY CENTRE REQUIREMENTS

: R656 964 – R748 683 per annum
: Witbank Hospital (Nkangala District)
: Senior Certificate / Grade 12 plus Basic R425 qualification (i.e. Diploma/ Degree in Nursing) that allows registration with the 'South African Nursing Council' (SANC) as a Professional Nurse (2024). A minimum of nine (9) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least five (5) years of the period referred to above must be appropriate/recognizable experience in a clinical specialty after obtaining the one (1) Diploma in Critical Care /Medical and Surgical Nursing. At least three (3) years of the period referred to above must be appropriate/recognize experience at management level. A post basic qualification in Nursing Administration/Health service management. Competencies/Knowledge/Skills: Knowledge of legal prescripts that regulate nursing and health services. Computer literacy i.e. (MS Word, Power Point). Ability to work independently and innovatively. Facilitation and presentation skills, problem solving and decision-making skills.

DUTIES

: Provide effective management and professional leadership in the specialized units of Critical Care Unit. Demonstrate effective communication with patients, supervisors, other health professional and junior colleagues including more complex report writing when required Effective management, utilization and supervision of all resources Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensure that the unit adheres to the principles of Batho Pele Maintain clinical competence by ensuring that scientific principles of nursing and clinical governance are implemented. Demonstrate an in-depth understanding of nursing legislation and related legal and ethical nursing practice. Exercise control of discipline, grievance and any labour related issues in terms of laid down procedures. Provide supportive supervision and comply with PMDS evaluation of staff, formulate training programs and participate in training and development of staff and nursing students Monitor implementation of Disaster management, monitor implementation of NCS and Ideal Hospital Realization Framework and interpret its impact on service delivery thereof. Co-ordinate and participate in health promotion activities and monitor and evaluation of data Demonstrate basic computer literacy as a support tool to enhance service delivery.

ENQUIRIES

: Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi (013) 766 3339, Mr. Mxolisi Maseko (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 02/177

: **OPERATIONAL MANAGER NURSING (PN-B3): CRITICAL CARE (NEONATAL HIGH CARE) MPDOH/JAN/25/746**
(Re-advertisement)

SALARY CENTRE REQUIREMENTS

: R656 964 – R748 683 per annum
: Witbank Hospital (Nkangala District)
: Senior Certificate / Grade 12 plus Basic R425 qualification (i.e. Diploma/ Degree in Nursing) that allows registration with the 'South African Nursing Council' (SANC) as a Professional Nurse (2024). A minimum of nine (9) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least five (5) years of the period referred to above must be appropriate/recognizable experience in a clinical specialty after obtaining the one (1) Diploma in Critical care /Medical and Surgical Nursing. At least three (3) years of the period referred to above must be appropriate/recognize experience at management level. A post basic qualification in Nursing Administration/Health service management. Competencies/Knowledge/Skills: Knowledge of legal prescripts that regulate nursing and health services. Computer literacy i.e. (MS Word, Power Point). Ability to work independently and innovatively. Facilitation and presentation skills, problem solving and decision-making skills.

- DUTIES** : Provide effective management and professional leadership in the specialized units of Neonatal High Care Unit. Demonstrate effective communication with patients, supervisors, other health professional and junior colleagues including more complex report writing when required Effective management, utilization and supervision of all resources Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensure that the unit adheres to the principles of Batho Pele Maintain clinical competence by ensuring that scientific principles of nursing and clinical governance are implemented. Demonstrate an in-depth understanding of nursing legislation and related legal and ethical nursing practice. Exercise control of discipline, grievance and any labour related issues in terms of laid down procedures. Provide supportive supervision and comply with PMDS evaluation of staff, formulate training programs and participate in training and development of staff and nursing students Monitor implementation of Disaster management, monitor implementation of NCS and Ideal Hospital Realization Framework and interpret its impact on service delivery thereof. Co-ordinate and participate in health promotion activities and monitor and evaluation of data Demonstrate basic computer literacy as a support tool to enhance service delivery.
- ENQUIRIES** : Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi (013) 766 3339, Mr. Mxolisi Maseko (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
- POST 02/178** : **CLINICAL PROGRAMME CO-ORDINATOR GR1 (PN-A5): OCCUPATIONAL HEALTH REF MPDOH/JAN/25/747**
- SALARY CENTRE REQUIREMENTS** : R520 560 - R596 322 per annum
: Mbombela South Sub-district (Umjindi)
: Senior Certificate / Grade 12 plus Basic R425 qualification (i.e. Diploma / Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse (2025). A minimum of seven (7) years appropriate / recognisable experience in nursing after registration as a Professional nurse with SANC in General Nursing. Experience in infection control and prevention. Training in infection control will be an added advantage. Computer literacy. Understanding of infection control policy, good interpersonal skills, ability to plan and organize, presentation skills, conflict management skills, people management. Valid driver's licence.
- DUTIES** : Coordinate Occupational Health programme in the Sub-District and liaise with Districts and other sectors on issues related to the programme. Develop strategic plans, policies and protocols on implementation of Occupational Health programme. Support Sub Districts with the implementation of national and provincial policies. Render technical support, advice and capacity building of personnel. Manage the Occupational Health services in the Sub-District. Support the implementation of norms and standard for Occupational Health programme. Manage the programmes finances and budget. Monitor and evaluate the impact of the programme. Compile reports. Conduct initial, Periodic and Exit examinations to employees in health facilities. Screen all employees who come for medical surveillance for hypertension, diabetic, TB, HIV and mental health. Conduct health and awareness events to capacitate employees with knowledge. Immunize employees against Hepatitis B, and Flu infections yearly. Provide post exposure prophylaxis to employees who had exposure incident by doing base line, two weeks, six weeks and three months' blood monitoring. Counsel employees on occupational and personal stressful problems when required. Conduct home/hospital visits to give emotional support to sick or injured employees. Liaise with other stakeholders such as dept. of labour, EHWP, medical officers etc. to enhance quality of care to employees. Monitor implementation of policies, guidelines and standard operating procedures in PHC facilities. Conduct health and risk assessments in facilities every two years or when there is any change in the workplace according to the occupational health and safety Act. Monitor that staff satisfaction survey is conducted in PHC facilities in the Sub – District. Form part of the sub-district Quality Improvement team. Monitor functioning of OHS committees and attend health and safety committee meetings. Conduct incident investigations in facilities when incident had occurred. Monitor implementation of guidelines during needle stick injuries.
- ENQUIRIES** : Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi (013) 766 3339, Mr. Mxolisi Maseko (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.