

**PROVINCIAL ADMINISTRATION: WESTERN CAPE
DEPARTMENT OF HEALTH AND WELLNESS**

In line with the Employment Equity Plan of the Department of Health it is our intention with this advertisement to achieve equity in the workplace by promoting equal opportunities and fair treatment in employment through the elimination of unfair discrimination.

NOTE : It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department. Kindly note that excess personnel will receive preference.
ERRATUM: Kindly note that the advert for the Post 02/230: Senior Administrative Officer: Information Management Compliance, Chief Directorate: Information Management (Knowledge Management) Salary: R376 413 per annum, Centre: Head Office, Cape Town, with Ref No: Post 2/230 has been cancelled and Kindly note that the advert for the Post of 3/291: Principal Housekeeping Supervisor, Chief Directorate: Metro Health Services, Salary: R216 417 per annum: Centre: Victoria Hospital advertised in the Public Service Vacancy 03 dated 24 January 2025, with Ref No: Post 3/291 has been cancelled.
And Kindly note that the advert for the Post 03/298: Household Aid, Cape Winelands District 160, Salary: R131 265 per annum, Centre: Montagu Hospital, Langeberg Sub-district, advertised in the Public Service Vacancy 03 dated 24 January 2025, with Ref No: Post 3/298 has been cancelled. And Kindly note that the advert for the Post 03/307: Cleaner (Sessions) (15, 20 and 30 Sessions), (Contract till 31 March 2028), Cape Winelands Health: District: Salary: R86.45 per hour, Centre: Breederiver CC, Nduli CC Witzenberg Sub-district, advertised in the Public Service Vacancy 03 dated 24 January 2025, with Ref No: Post 3/307 has been cancelled.

OTHER POSTS

POST 04/90 : **CLINICAL MANAGER (MEDICAL) GRADE 1**
Central Karoo District

SALARY : R1348 635 per annum, (A portion of the package can be structured according to the individual's personal needs). (Plus a non-pensionable rural allowance of 22% of basic annual salary)

CENTRE : Beaufort West PHC

REQUIREMENTS : Minimum educational qualifications: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with a professional council: Registration with the HPCSA as a Medical Practitioner (independent practice). Experience: A minimum of 3 years appropriate experience as a Medical Officer after registration with HPCSA as a Medical Practitioner. Inherent requirement of the job: Valid driver's licence (Code B/EB) and willingness to travel. Competencies (knowledge/skills): Good interpersonal relations, leadership and communication skills (verbal and written). Proven management competencies in a health environment. Appropriate experience of managing clinical services.

DUTIES : Quality clinical, non-clinical and medico-legal patient care as required by the various programmes of the Department of Health and Wellness. Supervise-, Support -, transfer of knowledge to-, training- and mentoring of the clinical staff and auxiliary staff. Provide and efficient administration service regarding all clinical and non-clinical matters and medico-legal work. Provide guidance and leadership towards the realisation of strategic goals and objectives of the division. Ensure a cost-efficient service at clinical level with regards to laboratory services, blood, medicine, consumables and equipment. Willingness to travel throughout the district.

ENQUIRIES : Dr AJ Muller Tel No: (023) 414 - 8200

APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post.

CLOSING DATE : 14 February 2025

POST 04/91 : **MANAGER: MEDICAL SERVICES**

SALARY : Grade 1: R1 348 635 per annum, (A portion of the package can be structured according to the individual's personal needs). (It will be expected of the successful candidate to participate in a system of remunerated commuted overtime).

CENTRE : Groote Schuur Hospital, Observatory

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with a professional council: Registration with the HPCSA as Medical Practitioner. Experience: A minimum of 3 years' appropriate experience after registration with the HPCSA as an Independent Medical Practitioner. Inherent requirement of the job: Valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Clinical / Medical management experience and/or experience working in an Academic hospital will be considered advantageous. Knowledge and managerial experience regarding managing Clinical Services; Human Resource and Financial Resource Management. Knowledge of health delivery systems, policies and applicable legislation, governing resource allocations. Applicable and proven managerial experience in a Healthcare

environment, showing leadership, strategic and operational skills. Understanding of quality improvement methods and understanding of proposed national quality system Excellent communication (written and verbal) and conflict management skills. Proven computer literacy with proficiency in (i.e. MS Word, Excel and PowerPoint) with the ability to understand and analyse statistical and financial information.

DUTIES : Overall strategic and operational management, clinical and corporate governance of clinical service departments. Ensure the highest standards of patient care are maintained and develop standard operating practices regarding admission, treatment and discharge of patients within available resources. Effective, efficient and sustainable human resource management and planning within relevant general specialist and highly specialised clinical departments. Participate in strategies to strengthen the regional and district health care system ensuring equity of access to tertiary care. Facilitate and own improvement projects relating to technical quality, internal efficiency, effectiveness and appropriateness of relevant FBUs, i.e. ensuring well-functioning and governed clinical centre within available resources. Special portfolios/projects, which may include data collection, manipulation and analysis. Facilitate platform for teaching, training and development.

ENQUIRIES : Dr J Punwasi Tel No: (021) 404-6288
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 14 February 2025

POST 04/92 : **MEDICAL SPECIALIST GRADE 1 TO 3 (ORTHOPAEDICS)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R1 271 901 per annum
Grade 2: R1 451 214 per annum
Grade 3: R1 680 780 per annum
(A portion of the package can be structured according to the individual's personal needs). (It will be expected of the successful candidate to participate in a system of remunerated commuted overtime).

CENTRE : Karl Bremer Hospital, Northern/Tygerberg Sub-structure
REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Orthopaedics. Registration with a professional council: Appropriate qualification that allows registration with the Health Professional Council of South Africa (HPCSA) as a Medical Specialist in Orthopaedics. Experience: **Grade 1:** None after registration with the HPCSA as a Medical Specialist in Orthopaedics. **Grade 2:** A minimum of 5 years appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Orthopaedics. **Grade 3:** A minimum of 10 years appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Orthopaedics. Inherent requirements of the job: Valid driver's license and willingness to travel. Willingness to partake in the Commuted overtime system if required. Competencies (knowledge/skills): Ability to render high quality surgery for Tertiary and Secondary trauma and emergency Orthopaedics. Ability to render high quality surgery for pertinent elective orthopaedic surgery. Ability to initiate own research projects and supervise research projects. Ability to render high quality teaching and training in general orthopaedics to registrars, medical officers, interns and medical students. Strong ethical principles and relevant clinical and counselling skills. Strong record of clinical expertise, clinical governance, research, teaching and training at under and postgraduate levels. Excellent managerial, interpersonal, leadership, administrative, communication, analytical and problem-solving skills. Ability to supervise clinical training and teaching. Computer literacy. Leadership-, interpersonal and organisational skills.

DUTIES : Provision of clinical service delivery at specialist level across the full spectrum of trauma and emergency orthopaedic surgery and pertinent elective surgery. Provision of clinical service delivery at specialist level across the full spectrum of orthopaedic neck of femur fracture arthroplasty surgery and after hour on call duties for trauma and emergency orthopaedics. Supervision of clinical and operative activities of orthopaedic surgeons- in- training. Active participation in the postgraduate and undergraduate teaching programmes of the Department at Karl Bremer Hospital. Effective management and administration of a wide range of "Portfolios" and develop, conduct and supervise research projects, pertinent orthopaedic surgery and health lines.

ENQUIRIES : Dr R Ortel Tel No: (021) 918-1990
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for the post.
CLOSING DATE : 14 February 2025

<u>POST 04/93</u>	:	<u>REGISTRAR (MEDICAL) GRADE 1 (ANAESTHETICS)</u> (4 Year Contract)
<u>SALARY</u>	:	R949 146 per annum, (A portion of the package can be structured according to the individual's personal needs). (It will be expected of the successful candidates to participate in a system of remunerated commuted overtime).
<u>CENTRE REQUIREMENTS</u>	:	Groote Schuur Hospital, Observatory Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with a professional council: Registration with the HPCSA as a Medical Practitioner. Inherent requirements of the job: Valid (Code B/EB) driver's licence. Commuted overtime is compulsory. Emergency and after hour call cover. Each Registrar will be appointed in a specific training complex but could be required to work across the platform on request. Competencies (knowledge/skills): Completion of FCA Part 1. Other appropriate Post-Graduate Medical Diploma, Certificate or Degree. Current certificate of ATLS/ACLS. Experience in Internal Medicine or critical care under supervision of a Specialist. Appropriate and sufficient clinical experience since obtaining the degree of MBChB and after completion of internal rotations. Experience in Anesthesiology and Perioperative Medicine. Diploma in Anaesthesia (DA). Effective leadership and interpersonal skills. Knowledge and practical skills for safe regional and general anaesthesia. Knowledge and appropriate use of equipment.
<u>DUTIES</u>	:	Provision of safe anaesthetic care to patients. Intensive Care Therapy. Pre op assessment of patients and advice to surgeons regarding work up. Post-operative analgesia and recovery of patients from anaesthesia. Learn the art and science of anaesthesia practice and ICU Medicine. Learn critical skills required by anaesthetist. Attend tutorials and assist with training of interns, medical students, nursing staff and paramedics. Supervision in theatre/ICU and management of related theatre staff, especially after hours. Involvement in research/audits relating to anaesthesia, intensive care and pain management.
<u>ENQUIRIES APPLICATIONS</u>	:	Prof M Miller, email: malcolm.miller@uct.ac.za Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Preference will be given to SA citizens/permanent residents with a valid identity document*. No payment of any kind is required when applying for this post. "Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for a change in registration status). Other: Registrars will be required to register as post-graduates with the applicable University in the Western Cape according to the requirements for the discipline in the yearbook and guidelines." No payment of any kind is required when applying for this post. Candidates will have to undergo profiling assessments prior to appointment. Consideration will be given to existing employees who are already on higher salary packages to retain their existing salary position, as personal. As such they are entitled to receive pay progression. Appointment as Registrar will be for a maximum contract period of 4/5 years. Employees in service who opt to continue with their pension benefits as Registrar, will be required to resign after completion of their registrarship should they not be successful for advertised Specialist positions. Should registration with the HEI as a student be discontinued for any reason the appointment of Registrar also discontinues. Applicants must indicate whether they have bursary obligations.
<u>CLOSING DATE</u>	:	14 February 2025
<u>POST 04/94</u>	:	<u>MEDICAL OFFICER GRADE 1 TO 3 (ORTHOPAEDICS)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R949 146 per annum Grade 2: R1 082 988 per annum Grade 3: R1 253 415 per annum A portion of the package can be structured according to the individual's personal needs.
<u>CENTRE REQUIREMENTS</u>	:	Khayelitsha District Hospital Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner. Registration with a professional council: Registration with the HPSCA as a Medical Practitioner. Experience: Grade 1: None after registration as Medical Practitioner with the HPCSA in respect of SA qualified employees. One-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. Competencies (knowledge/skills preferred): Appropriate experience in Orthopaedics. Excellent clinical assessment and management procedures. Excellent clinical skills in terms of consultation. Good professional attitude. Communication skills Interest in Research and Audit required.

DUTIES : Provide comprehensive medical care to patients by diagnosing and treating illnesses, injuries, and other health conditions. Prescribe and manage treatment plans, including medication and therapies. Maintain accurate and detailed patient records. Refer patients to specialists or other healthcare providers when necessary. Complete the required CPD activities to maintain registration with the HPCSA. Participate in training and educational programs for healthcare professionals. Complete and submit required medical reports and documentation for legal and administrative purposes. Uphold the reputation and integrity of the medical profession. Committed to work in high volume Orthopaedic Unit under Specialist supervision. Plan and implement Health Promotion and Prevention activities in facility and community.

ENQUIRIES : Dr C Brown, Email: Craigbrown20@hotmail.co.uk
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within Chief Directorate: Metro Health Services for a period of 3 months from date of advert.

CLOSING DATE : 14 February 2025

POST 04/95 : **REGISTRAR: DERMATOLOGY**
(4-Year Contract)

SALARY : R949 146 per annum, (A portion of the package can be structured according to the individual's personal needs). (It will be expected of the successful candidates to participate in a system of remunerated commuted overtime).

CENTRE : Groote Schuur Hospital, Observatory
REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with a professional council: Registration with the HPCSA as a Medical Practitioner. Inherent requirements of the job: Valid (Code B/EB) driver's licence. Commuted overtime is compulsory. Willingness to work overtime. Each Registrar will be appointed in a specific training complex but could be required to work across the platform on request. Competencies (knowledge/skills): Research methodologies, FPS Techniques. Appropriate and sufficient clinical experience since obtaining the degree of MBChB. Knowledge, expertise and experience with regards to providing medical services in assessment, diagnosis and treatment of inpatients and outpatients. Post community service experience in a clinical platform.

DUTIES : Clinical Service Provision. Participate in the Teaching program Research and Professional Development (incl. completion of MMED) Effective Clinical Administration in patient records and patient reports.

ENQUIRIES : Prof R Lehloenya Tel No: (021) 404-3376
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post. *Preference will be given to SA citizens/permanent residents with a valid identity document. No payment of any kind is required when applying for this post. "Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for a change in registration status). ii) Other: Registrars will be required to register as post-graduates with the applicable University in the Western Cape according to the requirements for the discipline in the yearbook and guidelines." No payment of any kind is required when applying for this post. Candidates will have to undergo profiling assessments prior to appointment. Consideration will be given to existing employees who are already on higher salary packages to retain their existing salary position, as personal. As such they are entitled to receive pay progression. Appointment as Registrar will be for a maximum contract period of 4/5 years. Employees in service who opt to continue with their pension benefits as Registrar, will be required

to resign after completion of their registrarship should they not be successful for advertised Specialist positions. Should registration with the HEI as a student be discontinued for any reason the appointment of Registrar also discontinues. Applicants must indicate whether they have bursary obligations.

CLOSING DATE

: 14 February 2025

POST 04/96

: **PHARMACIST GRADE 1 TO 3**
Chief Directorate: Metro Health Services

SALARY

: Grade 1: R804 609 per annum
Grade 2: R869 796 per annum
Grade 3: R949 146 per annum
(A portion of the package can be structured according to the individual's personal needs).

CENTRE REQUIREMENTS

: Bishop Lavis CHC, Northern/Tygerberg Sub-structure
: Minimum educational qualification: Basic qualification accredited with the South African Pharmacy Council (SAPC) that allows registration with the SAPC as a Pharmacist. Registration with a professional council: Registration with the SAPC as a Pharmacist. Experience: **Grade 1:** None after registration as a pharmacist with the SAPC in respect of SA qualified employees. 1-year relevant experience after registration as pharmacist 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 after registration as Pharmacist with the SAPC in respect of SA qualified employees. 6 years 'relevant experience after registration as Pharmacist 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 13 years relevant experience after registration as Pharmacist with the SAPC in respect of SA qualified employees. 14 years' relevant experience after registration as Pharmacist 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. Inherent requirements of the job: Valid driver's license. Willingness to perform relief and after-hour duties when required.

DUTIES

: Effectively manage pharmaceutical stock through effective ordering, receipt, control and provision of stock including its safe disposal. Ensure quality provision of pharmaceutical care by adhering to policies and guidelines outlined by the South African Pharmacy Council, National Drug Policy and national and provincial treatment guidelines. Effectively manage the human resources, finances and administrative aspects relating to the clinic pharmacy. Effectively promote rational drug use and antibiotic stewardship. Ensure the compliance of the clinic pharmacy with relevant legislation and adherence to Good Pharmacy Practice.

ENQUIRIES APPLICATIONS

: Ms G Fouche Tel No: (021) 508-4618
: Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE

: No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)". The pool of applicants will be considered for other vacant similar posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert. Candidates will be subjected to a written/practical and oral assessment.

CLOSING DATE

: 14 February 2025

POST 04/97

: **REGISTERED COUNSELLOR**
Overberg District

SALARY

: Grade 1: R675 450 per annum
Grade 2: R769 347 per annum
Grade 3: R868 662 per annum
(A portion of the package can be structured according to the individual's personal needs).

CENTRE REQUIREMENTS

: Caledon Hospital and Hermanus Hospital
: Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Registered Counsellor. Registration with a professional council: Registration with (HPCSA) as a Registered Counsellor. Experience: **Grade 1:** None after registration with the HPCSA as a Registered Counsellor. **Grade 2:** A minimum of 8 years appropriate experience as a Counsellor after registration with HPCSA as Counsellor. **Grade 3:** A minimum of 16 years appropriate experience as a Counsellor after registration with HPCSA as Counsellor. Inherent requirements of the job: Valid (Code B/EB) driver's license. Willingness to travel in the Sub-district to consult clients, attend and conduct meetings and training sessions. Competencies (knowledge/skills): Knowledge and/or experience in counselling, psychometric assessments and identification of mental health challenges. Ability

to think strategically and analytically, as well as the ability to interpret and implement policies and guidelines. Work within your professional scope of practice and know when to refer for more specialised mental health interventions. Knowledge and experience in providing mentoring and supervision of other lay health workers. Good presentation skills and the ability to conduct meetings and training. Good intra-and interpersonal skills aimed at professional relational development, maintenance of good professional relations and effective conflict resolution. Conceptualization skills as appropriate for individual and group evidence-based intervention, identification and application.

DUTIES : Provide preventative and developmental counselling services and interventions on all systems levels. Perform supportive psychological interventions to enhance mental well-being on an individual basis, group basis or at community level. Perform basic psychological screening aimed at overall generalized functioning enhancement. Provide counselling in conjunction with interdisciplinary/multi-sectoral support teams. Provide psychoeducation and mental health promotion. Report writing and providing feedback to clients/supervisor(s) on interventions. Provide supervision, mentoring and support to lay health workers. Upskill mental health workers and other stakeholders as indicated attend regular clinical supervision. Form part of the Sub-district and district mental health teams.

ENQUIRIES : Ms D Liedeman-Prosch Tel No: (028) 514-8400
APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
NOTE : Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status).

CLOSING DATE : 14 February 2025

POST 04/98 : **ASSISTANT MANAGER NURSING (HEAD OF NURSING SERVICES)**
 Cape Winelands Health District

SALARY : R656 964 per annum, (plus a non-pensionable rural allowance of 8% of basic annual salary)
CENTRE : Ceres Hospital, Witzenberg Sub-district
REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with a professional council: Registration with the SANC as a professional Nurse. Experience: A minimum of 8 years appropriate/ recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 3 years of the period referred to above must be appropriate/ recognisable experience at management level. Inherent requirements of the job: Valid (Code B/EB) driver's licence and willingness to do standby and overtime duty for the hospital. Competencies (knowledge/skills): Experience in change management, people management, conflict management, problem solving, negotiation, and strategic planning. Good organisational, interpersonal relations and communication skills (verbal and written). Expertise in quality improvement, infection prevention and control strategies and in-depth knowledge and application of Ideal Hospital. Computer literacy (MS Word, Excel and PowerPoint). Extensive knowledge and understanding of the District Health System/and health implementation thereof as well as experience in office administration, human resource management, financial management, supply chain and procurement processes.

DUTIES : Provide strategic leadership towards achieving goals and objectives in the Nursing Division through the implementation and monitoring of policies, regulations, professional practices, procedures and standards to achieve quality, holistic Nursing Care. Provide professional, technical and management support for the provision of quality patient care through effective and efficient management of Nursing care programs. Utilise information technology to manage health information for the enhancement of quality patient care. Manage and effective utilisation and supervision of human resources, finances and support services through the involvement of the multi-disciplinary team that ultimately promotes effective and efficient patient care. Coordinate the provision of effective training and research. Liaise with other organisations and role-players within the Witzenberg Sub-district to ensure appropriate service delivery.

ENQUIRIES : Dr ED Titus Tel No: (023) 316-9603
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post.

CLOSING DATE : 14 February 2025

POST 04/99 : **CLINICAL PROGRAMME COORDINATOR GRADE 1 (INFECTION PREVENTION CONTROL)**
 Chief Directorate: Metro Health Services

SALARY : Grade 1: R520 560 per annum
CENTRE : Karl Bremer Hospital, Northern/Tygerberg Sub-structure

- REQUIREMENTS** : Minimum educational qualifications: Basic R425 qualification (diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. (This dispensation is only applicable for post of Clinical Programme Co-ordinator where it is an inherent requirement of the post, incumbent to maintain registration with SANC). Registration with a professional council: Registration with the South African Nursing Council (SANC) as a Professional Nurse. Experience: A minimum of 7 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirements of the job: Valid driver's licence (code B/EB). Competencies (knowledge/skills): Appropriate experience in IPC in an acute hospital environment. Good interpersonal relations, leadership and communication skills (verbal and written). Ability to analyse health systems information, conducting research or surveys and compiling comprehensive report. Project management skills and computer literacy. Knowledge of the management of the operations of CSSD and Infection prevention and control in line with ideal hospital standards and requirements.
- DUTIES** : Management of Infection control. Education on Infection Prevention Control practices. Promotion and maintenance of Waste Management. Ensure effective Occupational Health and Safety Programme. Participate in the analysis, formulation and implementation of Ideal Hospital Framework, guidelines standards and procedures. Maintain Constructive working relationship with stakeholders e.g. nursing multi-disciplinary and inter-departmental teamwork.
- ENQUIRIES** : Ms E Linden Mars Tel No: (021) 918-1224
- APPLICATIONS** : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post. The pool of applicants will be considered for other vacant Clinical Programme Coordinator IPC posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert. Candidates must be subjected to a competency assessments test.
- CLOSING DATE** : 14 February 2025
- POST 04/100** : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: PSYCHIATRY) (X2 POSTS)**
Chief Directorate: Metro Health Services
- SALARY** : Grade 1: R451 533 (PN-B1) per annum
Grade 2: R553 545 (PN-B2) per annum
- CENTRE** : Kraaifontein CHC (X1 Post), Delft CHC (X1 Post), Northern/Tygerberg Sub-structure Office
- REQUIREMENTS** : Minimum educational qualification: Basic R425 qualification (i. e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse with Psychiatry. A post-basic nursing qualification, with duration of at least 1 year, accredited with SANC in Advanced Psychiatry Nursing Science. Registration with a professional council: Registration with the SANC as Professional Nurse and Psychiatry. Experience: **Grade 1:** A Minimum of 4 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. **Grade 2:** A Minimum of 14 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in Psychiatry, after obtaining the 1year post-basic qualification in Advanced Psychiatric Nursing Science. Competencies (knowledge/skills): Good interpersonal, planning, and organisational skills. Computer literacy (MS Office). Knowledge of the Mental Health Care Act, Child Care Act, Nursing Act and other relevant legislation. Experience of Community Mental Health at Primary Health Care level.
- DUTIES** : Render an effective and comprehensive nursing treatment and care to patients. Provide continuous and comprehensive nursing care, Effective utilization of human, material and physical resources. Work as part of the multi-disciplinary team to ensure quality nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial, or religious differences. Perform clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the health facility. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the health facility.
- ENQUIRIES** : Mr S Tutu Tel No: (021) 834-7119, (Kraaifontein CHC)
Ms Zide-Ndzungu Tel No: (021) 954-2237 (Delft CHC)
- APPLICATIONS** : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in the post basic qualification in: Advanced Psychiatric Nursing Science with the South African Nursing Council. The pool of applicants will be considered for other vacant similar posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert. Candidates will be subjected to a practical/written and oral assessment.
- CLOSING DATE** : 14 February 2025

<u>POST 04/101</u>	:	<u>CLINICAL NURSE PRACTITIONER GRADE 1 TO 2 (PHC)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R451 533 per annum Grade 2: R553 545 per annum
<u>CENTRE</u>	:	Symphony Way CDC, Northern/Tygerberg Sub-structure
<u>REQUIREMENTS</u>	:	Minimum educational qualifications: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as Professional Nurse and Midwife. Post-basic nursing qualification, with a duration of at least 1 year accredited with the SANC in the following: Diploma in Clinical Science, Health Assessment, Treatment and Care, accredited with SANC (R48). Registration with a professional council: Registration with the SANC as a Professional Nurse and Midwife. Inherent requirements of the job: A valid driver's license and willingness to travel. Willingness to work after hours. Experience: Grade 1: A Minimum of 4 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. Grade 2: A Minimum of 14 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in Psychiatry, after obtaining the 1year post-basic qualification in Advanced Psychiatric Nursing Science. Competencies (knowledge/skills): Knowledge of procedures relating to nursing education, training and of basic post basic nursing. Knowledge and understanding of nursing Code of Ethics and Professional Practice of the SANC of nursing Standard of Practice and scope of practice. Computer literate in MS Office (Excel, Word and Power point) and MS Outlook.
<u>DUTIES</u>	:	Manage and provide clinical comprehensive PHC services. Plan and implement Health Promotion and Prevention activities. Link with community structures and NPO's. Collect data and submit reports on or before time. Assist with managing human and equipment resources. Ensure an effective administrative service. Facilitate clinical teaching, training and health education. Provision of effective clinical services. Partake in research activities.
<u>ENQUIRIES</u>	:	Ms. G Naude Tel No: (021) 204-9462
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in the post basic qualification: Diploma in Clinical Nursing Science, Health Assessment, Treatment Care. The pool of applicants will be considered for other vacant Clinical Nurse Practitioner posts within the Chief Director Metro Health Services, for a period of 3 months from date of advert. Candidates will be subjected to a written/practical and oral assessment.
<u>CLOSING DATE</u>	:	14 February 2025
<u>POST 04/102</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: OPHTHALMOLOGY)</u> Central Karoo District
<u>SALARY</u>	:	Grade 1: R451 533 per annum Grade 2: R553 545 per annum (Plus, 12 % non-pensionable rural allowance of your annum basic salary)
<u>CENTRE</u>	:	Beaufort West Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Post-basic qualification with duration of at least 1 year accredited with the SANC in Medical and Surgical Nursing Science: Ophthalmology. Registration with a Professional Council: Registration with the SANC as a Professional Nurse. Experience: Grade 1: A minimum of 4 years appropriate/recognizable experience in nursing after registration with the SANC as a Professional Nurse in General Nursing. Grade 2: A minimum of 14 years' appropriate/recognizable experience in nursing after registration with the SANC as a Professional Nurse in General Nursing. At least 10 years of the period referred to above must be appropriate/recognizable experience in Ophthalmic Nursing Science. Inherent requirement of the job: Valid (Code B/EB) driver's license, and willingness to travel. Competencies (knowledge/skills): Computer literacy (MS Office). Ability to function independently, as well as in a multi-disciplinary team to ensure good patient care Proficiency in Ophthalmic Clinical practice.
<u>DUTIES</u>	:	Provide Ophthalmic Health Services within the Beaufort West Sub-district, (i.e. Hospital; CDC's, clinics, mobiles and satellites). Ensure that all prescribed health policies are implemented. Ensure efficient planning, control and the effective use of all resources. Liaise with all role-players within the Central Karoo sub-district/s to ensure appropriate service delivery.
<u>ENQUIRIES</u>	:	Ms. J Rossouw Tel No: (023) 414 - 3984
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post. The pool of applications will be considered for other Professional Nurse: Ophthalmology posts within the Central Karoo District for a period of 3 months from date of advert. Candidates will be subjected to a practical/written assessment. "Candidates who are not in possession of the required qualifications will be appointed into the general stream, and they will be required to obtain the necessary qualifications within a predetermined period of time. "Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in the post basic qualification: in Medical and Surgical Nursing Science: Ophthalmological Nursing with the South African Nursing Council.". The pool of applicants will be considered for similar vacant posts within Central Karoo District for a period of 3 months from date of advert.

CLOSING DATE : 14 February 2025

POST 04/103 : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: THEATRE)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R451 533 (PN-B1) per annum

Grade 2: R553 545 (PN-B2) per annum

CENTRE : Karl Bremer Hospital, Northern/Tygerberg Sub-structure

REQUIREMENTS : Minimum educational qualifications: Basic R425(Degree/Diploma in nursing) or equivalent qualification that allows registration with SANC as a Professional Nurse. A post-basic nursing qualification, with duration of at least 1 year, accredited with the SANC in Medical and Surgical Nursing Science: Operating Theatre.Registration with a professional council: Registration with the SANC as a Professional Nurse. Experience: **Grade 1:** A minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. **Grade 2:** A minimum of 14 years appropriate/recognisable experience in nursing after registration as a 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 Medical and Surgical Nursing Science: Operating Theatre. Inherent requirements of the job: Willingness to work shifts including weekends, public holidays and night duty. Competencies (knowledge/skills): Ability to function/ make decisions independently as part of a multi-disciplinary team. Good communication, interpersonal, leadership and conflict resolution skills. Knowledge of major incident disaster.

DUTIES : Provide safe and comprehensive care delivered to patients in theatre. Provision of optimal, holistic specialized care with set standards within professional/legal framework. Ensure accurate record-keeping for statistical and legal purposes. Effective utilization of human, material and physical resources.

ENQUIRIES : Ms E Linden Mars Tel No: (021) 918-1224

APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : Candidates who do not have the required qualification will be appointed into the general stream, and they will be required to obtain the necessary qualification within a predetermined period of time. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in the post-basic qualification in: Medical and Surgical Nursing Science: Operating Theatre Nursing. Candidates will be subjected to a written/practical and oral assessment. The pool of applicants will be considered for similar vacant posts within the Chief Directorate: Metro Health Services for a period of 3 months from date of advert.

CLOSING DATE : 14 February 2025

POST 04/104 : **CLINICAL NURSE PRACTITIONER GRADE 1 TO 2 (PHC) (X2 POSTS)**
Cape Winelands Health District

SALARY : Grade 1: R451 533 per annum

Grade 2: R553 545 per annum

CENTRE : Stellenbosch Sub-district

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e., diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwife. A post-basic nursing qualification with a duration of at least 1 year in Clinical Nursing Science, Health Assessment, Treatment and Care accredited with the SANC (48). Registration with a professional council: Current registration with the South African Nursing Council as Professional Nurse and Midwife. Experience: **Grade 1:** A minimum of 4 years' appropriate/recognisable nursing experience after registration with the SANC as Professional Nurse in General Nursing. **Grade 2:** A minimum of 14 years appropriate/recognisable nursing

experience after registration with the SANC as Professional Nurse in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1-year post-basic qualification in the relevant specialty. Inherent requirement of the job: Prepared to work at different facilities within the Sub District inclusive a Mobile and when needed within the community (COPC concept). Valid (Code B/EB) driver's license. Competencies (knowledge/skills): Demonstrate in-depth knowledge of Nursing and public service legislation. Computer literacy (MS Word and Excel). Ability to promote quality patient care through the implementation of protocols, guidelines and standards. BANC & PACK training or experience.

DUTIES : Assist with the management of the burden of disease in accordance with the guidelines and protocols of the western cape. Provide and maintain quality of care to all patients and health services. Maintain accurate clinical records, statistics registers, and referral records. Effective utilization of Resources/Stock within the limited budget constraints. Participation in Community events and initiating awareness with regards to health-related issues. Maintain and participate in inter-professional and multi-disciplinary teamwork but able to work independently. Supervise and mentor lower categories of staff. Maintain professional growth/ethical standards and self-development.

ENQUIRIES : Ms M.M. Muller Tel No: (021) 808-6109
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 14 February 2025

POST 04/105 : **SENIOR ADMINISTRATIVE OFFICER: SUPPLY CHAIN MANAGEMENT (CLINICAL SOURCING) (X3 POSTS)**
 Directorate: Supply Chain Sourcing

SALARY : R376 413 per annum
CENTRE : Head Office, Cape Town
REQUIREMENTS : Minimum educational qualification: An appropriate 3-year National Degree/Diploma. Experience: Appropriate experience and understanding of clinical consumables, services and equipment within a healthcare environment. Inherent requirement of the job: Valid driver's license (Code B/EB). Competencies (knowledge/skills): Report-writing. Rigorous expenditure analysis and reporting. Ability to assimilate and interpret detailed information. Ability to work under pressure and meet deadlines. Attention to detail. Good organisational skills. Computer literacy (Word, Excel and PowerPoint). Excellent written and verbal communication. Knowledge of the PFMA, National Treasury Regulations and Preferential Procurement Regulations.

DUTIES : End-to-end management of the sourcing process. Integrated demand, acquisition and contract management service of clinical goods and services commodities. Supplier relationship and performance management. Internal and external stakeholder management. Delivery of optimal commercial benefits to the Department.

ENQUIRIES : Mr R Kortje Tel No: (021) 834 9021 or email, Richard.Kortje@westerncape.gov.za
 Mr S Andrews Tel No: (021) 833 7625 or email, Stanthin.Andrews@westerncape.gov.za
 Ms N Ntaka Tel No: (021) 834 9025 or email, Ncumisa.Ntaka@westerncape.gov.za

APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 14 February 2025

POST 04/106 : **SENIOR ADMINISTRATIVE OFFICER: HUMAN RESOURCES AND LABOUR RELATIONS (HRD)**
 Chief Directorate: Metro Health Services

SALARY : R376 413 per annum
CENTRE : Karl Bremer Hospital, Northern/Tygerberg Sub-structure
REQUIREMENTS : Minimum educational qualification: Appropriate three-year National Diploma/Degree in Human Resource Management or Labour Relations. Experience: Appropriate experience in Labour Relations and Human Resource Development in Public Sector. Appropriate experience in PERSAL. Inherent requirements of the job: Valid Driver's License (code B/EB). Competencies (knowledge/skills): Knowledge and implementation of Labour Relations and Human Resources Development and Training, prescripts and legislation. Ability to analyse data to compile management reports, detailing relevant trend analysis and excellent report writing and presentation skills. Excellent computer skills in MS Office (i.e. Word, Excel, PowerPoint and PERSAL). Ability to work independently.

DUTIES : Interpret Labour Relations and Human Resources Development and Training policies and prescripts and manage/monitor its implementation. Administer grievance and disciplinary cases and maintain a database to generate weekly/monthly reports for labour relations and all training interventions. Assist in the development, implementation and evaluation of a Workplace Skills Plan. Co-ordinate Induction training, and facilitate Workshops and Training as required. Render a service to the Institutional Management and Labour Committee (IMLC) as well as the HRD Training Committee including representing the hospital at all Labour Relations and HRD and Training forums and provide feedback/advice accordingly. Consult and advise Line Managers on

all Labour Relations and HRD training policies, procedures and interventions. Responsible for the coordination of the Wellness Interventions at the institution.

ENQUIRIES : Mr A Horak Tel No: (021) 834-5884
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical test.
CLOSING DATE : 14 February 2024

POST 04/107 : **SENIOR ADMINISTRATIVE OFFICER: SUPPLY CHAIN MANAGEMENT (GOVERNANCE, TRAINING AND DEVELOPMENT)**
Directorate: Supply Chain Management, Governance

SALARY : R376 413 per annum
CENTRE : Head Office, Bellville (Karl Bremmer Hosp Premises)
REQUIREMENTS : Minimum educational qualification: Appropriate 3-year National Diploma/ degree. Experience: Appropriate knowledge and experience within a government SCM environment. Appropriate knowledge and experience of procurement prescripts related to Goods, Services. Appropriate training, facilitation or presentation skills experience. Inherent requirement of the job: Valid driver's licence (Code B/EB) and able to travel to conduct training. Competencies (knowledge/skills): Computer Literacy in MS Office, particularly in MS Word, MS Excel and MS PowerPoint. Accredited training, facilitation or presentation experience. Compilation of course content and good report writing skills. Effective communication and interpersonal skills. Possesses sound problem-solving skills. Appropriate knowledge of Supply Chain Management Legislation, Policy frameworks, the Public Finance Management Act (PFMA), National and Provincial Treasury Regulations and Instructions, Knowledge and understanding of the Accounting Officers System and SCM delegations related to Goods, Services and General Conditions of Contract. Appropriate knowledge of LOGIS/BAS, ePS or similar Procurement Management Systems.

DUTIES : Develop, present and or facilitate training to SCM officials throughout the Western Cape, therefore required to travel. Conduct training needs assessments to determine training interventions. Develop and update an annual training plan. Course administration and coordination of course logistics. Liaison with various internal and external stakeholders for the coordination and facilitation of training programmes. Collation and review of feedback on various training interventions. Develop, present and facilitate Supply Chain Management learning programs related to Goods, Services, as per approved Departmental training plan. Develop training interventions on an ad-hoc basis as a result of urgent training needs identified by management. Facilitation of internal and external training as per approved Departmental training plan. Review of evaluation forms for training interventions. Identification of course objectives met with training interventions. Development and maintenance of training database. Quarterly and annual reporting on training provided. Management of human resources within the training unit, supervision of staff.

ENQUIRIES : Ms. L Khan Tel No: (021) 834-9047
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department and may also be required to undergo competency assessments.

CLOSING DATE : 14 February 2025

POST 04/108 : **ADMINISTRATIVE OFFICER: ENVIRONMENTAL SERVICES (SUPPORT SERVICES)**

SALARY : R308 154 per annum
CENTRE : Red Cross War Memorial Children's Hospital, Rondebosch
REQUIREMENTS : Minimum educational qualification: Senior Certificate or equivalent. Experience: Appropriate supervisory experience. Appropriate knowledge and experience within support services with reference to facility management and contract management within Hospital environment. Inherent requirements of the job: Ability to work in every physical demanding environment. Valid (code B/EB) drivers' licence Willingness to work extra hours and be on standby duties Competencies (knowledge/skills): Good communication, interpersonal and organising skills and ability to supervise multi-disciplinary teams. Independent decision making, problem solving and interpersonal skills. Knowledge of contract management. Knowledge of waste management, pest control services, creche, telecommunication, cleaning and hygiene, linen/laundry services and security services. Computer literacy (Ms Office, Excel, Word and Outlook). Knowledge of stock control. policies, procedures, service outputs and Service Level Agreements for Outsourced Services.

DUTIES : Provide efficient and effective management and supervision for the Support Services component and its resources (waste management, pest control, creche, telecommunication, hospital accommodation facilities and grounds, cleaning and hygiene, linen/laundry services and security services). Effective management of out-sourced contract services within Support Services

component. Effective management of resources including people management, finance and assets Responsible for supervision of staff including staff performance and disciplinary matters. Training and development of staff.

ENQUIRIES : Ms Z Ndevu Tel No: (021) 658-5078
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 14 February 2025

POST 04/109 : **ADMINISTRATIVE OFFICER: SUPPLY CHAIN MANAGEMENT**
Cape Winelands Health District

SALARY : R308 154 per annum
CENTRE : Robertson Hospital
REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accounting as a passed subject and or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KRA's) of the post Experience: Appropriate and proven experience in Finance and Supply Chain Management. Inherent requirements of the job: Valid (Code B/EB) driver's licence and willingness to travel. Competencies (knowledge/skills): Extensive knowledge of relevant financial prescripts, departmental policies, delegations and procedures. An aptitude for working with financial figures, good organizational, management and leadership skills. Extensive knowledge and practical experience in Basic Accounting System (BAS), LOGIS/SYSPRO, Electronic Procurement Solutions (ePS) and Microsoft Package (MS Word, MS Excel, MS Outlook, PowerPoint).

DUTIES : Responsible for overall operational Finance and Supply Chain Management functions ensuring effective and efficient application of procurement policies and processes with the primary responsibility and focus on effective procurement, inventory and asset management. System Management (ensure system controller functions are carried out as well as the maintenance of the system) and approver duties on ePS. Accurate and timeous preparation of reports and assist with the completion of the Annual and Interim Financial statements, ensure audit compliance and handle queries related to Finance and Supply Chain Management. Render a support function to Senior Administration Officer Finance and the Langeberg Sub-district Management. Management off all People Management related functions allocated to the position of Administrative Officer within Finance and Supply Chain Management.

ENQUIRIES : Mr B Jason Tel No: (023) 626-8525
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 14 February 2025

POST 04/110 : **ADMINISTRATIVE OFFICER: SUPPLY CHAIN MANAGEMENT**
Directorate: Supply Chain Management, Western Cape Health Warehouse

SALARY : R308 154 per annum
CENTRE : Head Office, Cape Town
REQUIREMENTS : Minimum educational qualification: Senior Certificate. Experience: Appropriate experience in the full spectrum of Supply Chain Management, with the main focus being on Inventory Management and Warehousing. Appropriate warehouse experience in operations. Inherent Requirement of the job: Valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Supervisory skills. Knowledge of tools for report generation (MS Word, Excel, and PowerPoint, etc.). Good managerial and supervisory skills Good written and verbal communication skills. Knowledge of PFMA, Finance instructions, Treasury regulations, inventory management procedures, warehouse management and electronic materials management system. Knowledge of SYSPRO/LOGIS/MEDSAS. Knowledge and ability to apply the disciplinary code. Computer literacy in Microsoft Package (MS Word, MS Excel, PowerPoint, MS Outlook) Uphold good warehouse practices.

DUTIES : Render an effective, efficient and economic service in all aspects of Inventory and Warehouse Management. Liaise with Chief users with regards to any queries which may arise. Manage inventory, consumable stock levels and Bi-Annual stock take process. Perform all warehouse management functions to ensure the availability of inventory and consumables. Perform disposal management functions with regards to expired/redundant stock. Liaise with end users, and other Governmental Departments regarding Supply Chain matters. Develop and train staff in Supply Chain Management. Manage the performance and development of staff.

ENQUIRIES : Ms M Barlow, email: Margot.Barlow@westerncape.gov.za
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 14 February 2025

<u>POST 04/111</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL NURSING)</u> Chief Directorate: Rural Health Services
<u>SALARY</u>	:	Grade 1: R307 473 (PN-A2) per annum Grade 2: R375 480 (PN-A3) per annum Grade 3: R451 533 (PN-A4) per annum
<u>CENTRE</u>	:	Worcester Regional Hospital: Relief General (X1 Post) Mixed Ward (X3 Posts)
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse and Midwife. Registration with a professional council: Registration with the South African Nursing Council as Professional Nurse and Midwife. Experience: Grade 1: None. Grade 2: A minimum of 10 years appropriate/ recognisable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. Grade 3: A minimum of 20 years appropriate/ recognisable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. Inherent requirements of the job: Ability to work shifts during the day and night, weekends and public holidays and overtime when required by supervisor. Willingness to rotate within different Functional Business Units. Competencies (knowledge/skills): The ability to function independently in a multi-disciplinary team and the ability to direct the team to ensure quality nursing care. Good problem solving, motivational and leadership skills.
<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. Ensure accurate collection and recording of data. Render support to the supervisor and colleagues.
<u>ENQUIRIES</u>	:	Ms AE Badenhorst Tel No: (023) 348 1137
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within Worcester Regional Hospital for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	14 February 2025
<u>POST 04/112</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL NURSING)</u> Chief Directorate: Rural Health Services
<u>SALARY</u>	:	Grade 1: R307 473 (PN-A2) per annum Grade 2: R375 480 (PN-A3) per annum Grade 3: R451 533 (PN-A4) per annum
<u>CENTRE</u>	:	Worcester Regional Hospital Family Meds (X1 Post) Mixed Surgery (X1 Post) Internal Medicine (X1 Post)
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Registration with a professional council: Registration with the South African Nursing Council 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 in General Nursing. Grade 3: A minimum of 20 years appropriate/ recognisable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. Inherent requirements of the job: Ability to work shifts during the day and night, weekends and public holidays and overtime when required by supervisor. Willingness to rotate within different Functional Business Units. Competencies (knowledge/skills): The ability to function independently in a multi-disciplinary team and the ability to direct the team to ensure quality nursing care. Good problem solving, motivational and leadership skills.
<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. Ensure accurate collection and recording of data. Render support to the supervisor and colleagues.

- ENQUIRIES** : Ms AE Badenhorst Tel No: (023) 348-1137
- APPLICATIONS** : Applications are submitted online via www.westerncape.gov.za/health-jobs (click “online applications”).
- NOTE** : No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical test. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within Worcester Regional Hospital for a period of 3 months from date of advert.
- CLOSING DATE** : 14 February 2025
- POST 04/113** : **PHARMACIST ASSISTANT (POST BASIC) GRADE 1 TO 3**
Chief Directorate: Metro Health Services
- SALARY** : Grade 1: R250 947 per annum
Grade 2: R290 436 per annum
Grade 3: R313 308 per annum
- CENTRE** : Karl Hospital Hospital, Northern/Tygerberg Sub-structure
- REQUIREMENTS** : Minimum educational qualification: As required by the training facility and the South African Pharmacy Council (SAPC) plus Post-Basic Pharmacist Assistant qualification that allows registration with the SAPC as a Pharmacist Assistant (Post-Basic) (Institutional). Registration with a professional council: Registration with the SAPC as a Pharmacist’s Assistant (Post Basic) (Institutional). Experience: **Grade 1:** None after registration with the SAPC as Pharmacist’s Assistant (Post-Basic). **Grade 2:** A minimum of 5 years’ appropriate experience as Pharmacist Assistant after registration as a Pharmacist Assistant (Post-Basic) with the SAPC. **Grade 3:** A minimum of 13 years’ appropriate experience as Pharmacist Assistant after registration as a Pharmacist Assistant (Post-Basic) with the SAPC. Inherent requirements of the job: Willingness to work weekends. Competencies (knowledge/skills): Experience in JAC/computerized pharmaceutical system. Good computer literacy. Ability to work as part of a team or independently. Ability to work under pressure.
- DUTIES** : Assist with issuing of pharmaceutical products and ensure quality provision of Pharmaceutical Care, including prescription evaluation. Working under both direct and indirect supervision of a pharmacist. Assist with the control of stock by managing the safe and reliable procurement, storage, control and distribution of quality pharmaceuticals. Assist with the packing of pharmaceuticals products. Assist with the control and distribution finished pharmacy products. Assist with the collation and organizing of information for research purposes and any reasonable job-related requests within the scope of practice of the Pharmacist Assistant: Post Basic.
- ENQUIRIES** : Mr. E. Wajoodien Tel No: (021) 918-1404
- APPLICATIONS** : Applications are submitted online via www.westerncape.gov.za/health-jobs (click “online applications”).
- NOTE** : No payment of any kind is required when applying for this post. “Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview.” This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)”. Pharmacist Assistants who do not comply with registration in either of the advertised categories may apply on condition that registration in the required category is obtained within 12 months. The appointment will be subject to a 12-month probationary period. Should the employee not meet the conditions of their appointment within the agreed timeframes, the probationary period may be extended, or the employee may be dismissed. The pool of applicants will be considered for other similar vacant Pharmacy assistants Post basic posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert. Candidates will be subjected to a written/practical and oral assessment.
- CLOSING DATE** : 14 February 2025
- POST 04/114** : **ADMINISTRATION CLERK: HRM (PEOPLE MANAGEMENT)**
Chief Directorate: Metro Health Services
- SALARY** : R216 417 per annum
- CENTRE** : Karl Bremer Hospital, Northern/Tygerberg Sub-structure
- REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in People Management Administration. Competencies (knowledge/skills): Written and verbal communication skills. Computer literacy (MS Word, Excel, PowerPoint, Outlook), numeracy and mathematical skills. Knowledge of the People Management prescripts in the Public Service. Good interpersonal and organisational skills and the ability to function under pressure and meet deadlines.

DUTIES : Provide an efficient and comprehensive personnel and administrative function in line with relevant policy and prescripts. Provide an efficient PERSAL & Salary administration function. Provide an efficient and effective Recruitment and Selection in line with relevant policies and prescripts. Maintain effective record keeping. Provide an efficient support function to Supervisor, colleagues and Karl Bremer Hospital by efficient application of People Management Policies.

ENQUIRIES : Mr. G Tilling Tel No: (021) 834-5892
APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
NOTE : No payment of any kind is required when applying for this post. Candidates will be subjected to a practical / written assessment during the interview process.

CLOSING DATE : 14 February 2025

POST 04/115 : **ADMINISTRATION CLERK: ADMISSIONS**
Cape Winelands Health District

SALARY : R216 417 per annum
CENTRE : Montagu CDC, Langeberg Sub-district
REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in a Patient Administration environment, HECTIS and CLINICOM systems. Appropriate experience of working in an emergency environment will be an advantage. Inherent requirements of the job: Willingness to work 12-hour day/night shifts and weekends. Willingness to work overtime when required. Valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Computer literacy (MS Windows, Word, Excel and Access). Knowledge of EC HECTIS System/ willingness to learn. Knowledge of applicable policies - Hospital Fees memorandum Chapter 18, the Uniform, Patient Fee Schedule (UPFS), Finance Instructions & Medical Records policies. Multitasking in a very busy unit, including emergencies.

DUTIES : Manage switchboard and Queries /Communication with patients with waiting times and procedures. Restocking of all clinical stationary administration. Precuring of stock and administration of maintenance of equipment. Correct assessment of patients as per UPFS and PGWC billing procedures, amendments and ICD10 coding capturing. Regular archiving of patient folders as per prescripts. Reconciliation, correction and submission of patient statistics.

ENQUIRIES : Ms C Davids Tel No: (023) 626-8577
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 14 February 2025

POST 04/116 : **STAFF NURSE GRADE 1 TO 3 (X3 POSTS)**
Overberg District

SALARY : Grade 1: R209 112 per annum
Grade 2: R248 613 per annum
Grade 3: R290 805 per annum

CENTRE : Caledon Hospital (X2 Posts)
Grabouw CHC (X1 Post)

REQUIREMENTS : Minimum educational qualification: Qualification that allows you registration with South African Nursing Council as Staff Nurse. Registration with a professional council: Registration with the SANC as a Staff Nurse. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years appropriate/recognizable experience in nursing after registration with the SANC as a Staff Nurse. **Grade 3:** A minimum of 20 years appropriate/recognizable experience in nursing after registration with the SANC as a Staff Nurse. Competencies (knowledge/skills): Good communication skills (written and verbal). Inherent requirements of the job: Willingness to work shifts, public holidays, after-hours, night duty and weekend cover for nursing.

DUTIES : Provide basic clinical nursing care. Development and implementation of basic patient care plans. Effective utilization of resources. Maintain professional growth/ethical standards and self-development.

ENQUIRIES : Ms TC Leeuwenskieter Tel No: (028) 212-1070 (Caledon Hospital)/ Ms L Van Wyk Tel No: (021) 859-1301 (Grabouw CHC)

APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post. Candidates will be required to undergo a practical assessment. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within the Overberg District for a period of 3 months from date of advert."

CLOSING DATE : 14 February 2025

- POST 04/117** : **STAFF NURSE GRADE 1 TO 3 (X2 POSTS)**
Cape Winelands Health District
- SALARY** : Grade 1: R209 112 per annum
Grade 2: R248 613 per annum
Grade 3: R290 805 per annum
- CENTRE** : Langeberg Sub-district
- REQUIREMENTS** : Minimum educational qualification: Qualification that allows registration with the SANC as Staff Nurse. Registration with a professional council: Registration with the SANC as Staff Nurse. Experience: **Grade 1:** None **Grade 2:** A minimum of 10 years appropriate/recognisable nursing experience 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. Inherent requirements of the job: Willingness to travel to and support other clinics in the Sub-district when needed and willing to work on the mobile health clinic bus within the community (COPC concept). Valid (code B/EB) driver's licence Competencies (knowledge/skills): Knowledge and insight of relevant legislation and policy related to nursing within the public sector. Computer literacy (MS Word, Excel and Outlook) to be able to communicate, capture patient information, check results and capture data. Ability to promote quality patient care through the implementation of protocols, guidelines, and standards.
- DUTIES** : Development and implementation of basic patient care to all patients. Provide basic clinical nursing care. Effective utilisation of human and financial resources within the limited budget constraints. Maintain professional growth/ethical standards and self-development. Improving quality of health services to the surrounding communities.
- ENQUIRIES** : Ms E Pengelley Tel No: (023) 626-8500
- APPLICATIONS** : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within Langeberg Sub-district for a period of 3 months from date of advert."
- CLOSING DATE** : 14 February 2025
- POST 04/118** : **FOOD SERVICES SUPERVISOR**
- SALARY** : R183 279 per annum
- CENTRE** : Tygerberg Hospital
- REQUIREMENTS** : Minimum educational qualification: General Education and Training Certificate (GETC)/ Grade 9 (Std 7). Experience: Appropriate experience in food service environment. Appropriate supervisory experience. Competencies (knowledge/skills): Literacy with sound numerical skills. Ability to work according to the rules or standards and to meet deadlines. Sound interpersonal communication skills. Knowledge and ability to handle industrial equipment. Knowledge of applicable legislation and policies or nutrition and different diets or large-scale food preparation according to standard recipes. Inherent requirements of the job: Ability to do physical tasks. Be able to work shifts, weekends and public holidays. Ability to work in large scale freezers and cold rooms. The incumbent must be strong enough to lift heavy objects and be on their feet the entire day.
- DUTIES** : Support the principal food services supervisors and food service manager or senior in the execution of their tasks. Responsible for hygiene. Supervise and administer physical resources. Assist with meal bookings, meal cards and coding. Implement standard menu, production planning and correct procedures for receipt, storage, preparation, portioning and distribution of meals. Supervise food hygiene guidelines. Allocate tasks and co-ordinate work schedules. Maintain security of kitchen unit and all physical resources and supplies. Supervise and administer activities regarding the meal plan (patients and private patients).
- ENQUIRIES** : Ms R Keyser Tel No: (021) 938-4135
- APPLICATIONS** : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
- NOTE** : No payment of any kind is required when applying for the post. Candidates may be subjected to a practical/ competency assessment.
- CLOSING DATE** : 14 February 2024
- POST 04/119** : **ARTISAN ASSISTANT**
Cape Winelands Health District
- SALARY** : R183 279 per annum
- CENTRE** : Stellenbosch Sub-district
- REQUIREMENTS** : Minimum educational qualification: Grade 10 (or equivalent). Experience Appropriate handyman experience within a Government Department. Inherent requirements of the job: Valid (Code B/EB) driver's license Willingness to work overtime when required. Ability to perform standby

duties when required. Capability to perform strenuous physical labour. Competencies (knowledge/skills): Ability to function independently, plan (pro-active) and work in a team. Ability to adhere to safety standards.

- DUTIES** : Assist with repairs and installation of projects, emergency breakdowns. Maintain and repair of plant equipment. Assist in preventive maintenance procedures, such as autoclave, steam generators, water tanks, calorifier and standby generators. Basic plumbing, electrical, carpentry, welding, repairs and installations. Assist with the control and requisitioning of material and parts. Strict adherence to the Occupational Health and Safety Act.
- ENQUIRIES** : Mr. C. Modisie Tel No: (021) 808-6178
- APPLICATIONS** : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post.
- CLOSING DATE** : 14 February 2025

POST 04/120 : **NURSING ASSISTANT GRADE 1 TO 3**
Garden Route District

SALARY : Grade 1: R165 177 per annum
Grade 2: R192 675 per annum
Grade 3: R277 070 per annum

CENTRE : Mossel Bay Hospital (Nursing Relief)

REQUIREMENTS : Minimum educational qualification: Qualification that allows registration with the SANC as a Nursing Assistant. Registration with a professional council: Registration with the SANC as a Nursing Assistant. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years appropriate/recognisable experience in nursing after registration as Nursing Assistant with the SANC. **Grade 3:** A minimum of 20 years appropriate/recognisable experience in nursing after registration as Nursing Assistant with the SANC. Inherent requirement of the job: Willingness to work shifts, public holidays, after-hours, night duty and weekend cover for nursing. Willingness to rotate within the facility/hospital. Competencies (knowledge/skills): Good communication skills (written and verbally). Self-discipline and motivation.

DUTIES : Provide quality basic nursing care. Provide elementary clinical nursing care. Assist Patients with activities of daily living which includes Patient Hygiene, Nutritional status, mobility and elimination needs. Maintaining professional growth, Ethical standards and Self-development. Record Keeping.

ENQUIRIES : Ms JA Mahlangu Tel No: (044) 604-6104

APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within the Mossel Bay District for a period of 3 months from date of advert.

CLOSING DATE : 14 February 2025

POST 04/121 : **NURSING ASSISTANT GRADE 1 TO 3**
Overberg District

SALARY : Grade 1: R165 177 per annum
Grade 2: R192 675 per annum
Grade 3: R277 070 per annum

CENTRE : Caledon Hospital

REQUIREMENTS : Minimum educational qualification: Qualification that allows registration with South African Nursing Council (SANC) as a Nursing Assistant. Registration with a professional council: Current registration with the SANC as Nursing Assistant. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years appropriate/recognizable experience in nursing after registration with the SANC as a Nursing Assistant. **Grade 3:** A minimum of 20 years appropriate/recognizable experience in nursing after registration with the SANC as a Nursing Assistant. Inherent requirement of the job: Willingness to work shifts, public holidays, after-hours, night duty and weekend cover for nursing. Competencies (knowledge/skills): Good communication skills (written and verbal).

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

ENQUIRIES : Ms TC Leeuwenskieter Tel No: (028) 212 1070

APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only

be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within the Overberg District for a period of 3 months from date of advert.

- CLOSING DATE** : 14 February 2025
- POST 04/122** : **MEDICAL SPECIALIST (SESSIONAL) GRADE 1 TO 3 (ANAESTHETICS) 10 SESSIONS PER WEEK (CLINICAL OBSTETRICS)**
Chief Directorate: Metro Health Services
- SALARY** : Grade 1: R612 per hour
Grade 2: R698 per hour
Grade 3: R809 per hour
- CENTRE REQUIREMENTS** : Mowbray Maternity Hospital
Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Anaesthesiology. Registration with a professional council: Registration with the HPCSA as a Medical Specialist in Anaesthesiology. Experience: **Grade 1:** None after registration with the HPCSA as Medical Specialist in Anaesthesiology. **Grade 2:** A minimum of 5 years' appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employees) as Medical Specialist in Anaesthesiology. **Grade 3:** A minimum of 10 years' appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employee) as a Medical Specialist in Anaesthesiology. Inherent requirement of the job: Valid driver's licence and willingness to travel within the Metro. Willingness to work at the hospitals on the platform- Groote Schuur, New Somerset and Mowbray Maternity Hospital. Competencies (knowledge/skills): Appropriate experience in obstetric anaesthesia. Ability to work in a team and with all levels of staff. Interest in training junior anaesthetists and students in a career in anaesthesia. Computer literacy.
- DUTIES** : To deliver comprehensive anaesthesia and critical care services to patients in theatre and the wards at Mowbray maternity Hospital. Pre-operative, intraoperative and post-operative anaesthetic management of surgical patients. Teaching and training of interns, students and nursing colleagues. Rotating through the hospitals affiliated with the University of Cape Town, namely Groote Schuur Hospital, New Somerset Hospital and Mowbray Maternity Hospital. Management duties such as statistics, presentations and research. Management of the epidural and pain service at Mowbray Maternity Hospital.
- ENQUIRIES APPLICATIONS** : Dr Claire Pfister Tel No: (021) 404-5001
Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a written/practical and oral assessment. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)". The pool of applicants will be considered for similar vacant posts within the Chief Directorate: Metro Health Services for a period of 3 months from date of advert.
- CLOSING DATE** : 14 February 2025
- POST 04/123** : **MEDICAL SPECIALIST GRADE 1 TO 3 (FAMILY MEDICINE) (SESSIONAL)**
Cape Winelands Health District
- SALARY** : Grade 1: R612 per hour
Grade 2: R698 per hour
Grade 3: R809 per hour
- CENTRE REQUIREMENTS** : Breede Valley Sub-district
Minimum educational qualification: An appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Specialist in Family Medicine. Experience: **Grade 1:** None after registration with the HPCSA as Medical Specialist in Family Medicine. **Grade 2:** A minimum of 5 years appropriate experience after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employees) as a Medical Specialist in Family Medicine. **Grade 3:** A minimum of 10 years appropriate experience after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employee) as a Medical Specialist in Family Medicine. Registration with a professional council: Registration with the HPCSA as a Medical Specialist in Family Medicine. Inherent requirement of the job: Valid driver's licence and

willingness to travel. Competencies (knowledge/skills): Knowledge and understanding of the Health Care 2030. Excellent administrative and research skills and computer literacy (Ms Office: Word, PowerPoint and Excel). Clinical competencies (District Hospital package of care and PHC services).

DUTIES : The successful candidate will report to the Manager: Medical Services of the respective Sub-District. Be part of the Sub-District Health Services management team and support management in the planning and governance of clinical services in the Sub-district Provide a comprehensive Acute and Primary Health Care (PHC) package of care to patients, with a person-centered approach, on the DHS platform, (including emergency care, ward rounds, OPD, outreaches to PHC facilities, theatre work, Obstetrics, in order to ensure efficient delivery of the core package of services at a District Hospital and PHC facilities. Develop, maintain and monitor protocols for proper clinical governance of the PHC services in the Sub-District, following a life course approach and Supervision and Line Management of Medical Officers, including the maintenance of competence of medical practitioners for the Sub District and initiate, supervise and conduct research appropriate to the needs of the Sub District and responsible for the training and learning of health staff and medical students Implement a Chronic Disease Management system including protocols and standards for qualitative care for patients with chronic illnesses including non-communicable diseases, mental health illnesses and HIV + patients on ART in the Sub-District. Conduct clinical audits, appropriate to the needs of the Sub District and liaise with specialists at the referral hospital to implement the Outreach and support policy of the Department.

ENQUIRIES : Dr B Botha Tel No: (023) 348-1305
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within Breede Valley Sub District for a period of 3 months from date of advert.

CLOSING DATE : 14 February 2025

POST 04/124 : **MEDICAL SPECIALIST GRADE 1 TO 3 (NUCLEAR MEDICINE) (SESSIONAL)**

SALARY : Grade 1: R612 per hour
Grade 2: R698 per hour
Grade 3: R809 per hour

CENTRE : Red Cross War Memorial Children's Hospital
REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professional Council of South Africa (HPCSA) as a Medical Specialist in Nuclear Medicine. Experience: **Grade 1:** None after registration with the HPCSA as a Medical Specialist in Nuclear Medicine. **Grade 2:** A minimum of 5years' appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Nuclear Medicine. **Grade 3:** A minimum of 10 years' appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Nuclear Medicine. Inherent requirements of the job: Valid driver's licence. Competencies (knowledge/skills): Ability to work in a team. Experience in management of general nuclear medicine, PET/CT imaging and radionuclide therapy. Additional experience in paediatric nuclear medicine would be an advantage. Computer literacy, database management. Strong moral and ethical record in nuclear medicine. The ability to work in a busy tertiary care hospital providing specialist paediatric nuclear medicine services. Ability to supervise registrars and other related trainees in acquiring paediatric nuclear medicine skills. Strong academic record in terms of teaching and research supported by courses, publications and presentations. Commitment to attaining and teaching advanced skills in nuclear medicine.

DUTIES : Offer comprehensive provision of nuclear medicine care by diagnosing and treating diseases using radioactive materials and techniques. Prepare comprehensive interpretive reports of findings. Check and approve the quality of diagnostic images before patients are discharged. Establish and enforce radiation protection standards for patients and staff. Interpret imaging data and confer with other medical specialist to formulate diagnoses. Prescribe radionuclides and dosages to be administered to individual patients particularly for radionuclide therapy. Review procedure requests and patients' medical histories to determine applicability of procedures and radioisotopes to be used. Direct nuclear medicine technologists or technicians regarding desired dosages, techniques, positions, and projections. Involved in the teaching and training of undergraduate and postgraduate students. Participation in relevant multidisciplinary meetings where nuclear medicine has a key role.

ENQUIRIES : Dr S More Stewart More, Stewart.more@uct.ac.za, Tel No: (021) 658-5111
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

<u>NOTE</u>	:	No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	:	14 February 2025
<u>POST 04/125</u>	:	<u>MEDICAL OFFICER GRADE 1 TO 3 (ANAESTHETICS) (SESSIONAL)</u> Chief Directorate: Metro Health Services (20 Sessions) (3 Year Contract)
<u>SALARY</u>	:	Grade 1: R457 per hour Grade 2: R521 per hour Grade 3: R603 per hour
<u>CENTRE REQUIREMENTS</u>	:	Karl Bremer Hospital, Northern/Tygerberg Sub-structure Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with a professional council: Registration with the Health Professional Council of South Africa (HPCSA) as Medical Practitioner. Experience: Grade 1: None after registration as a Medical Practitioner with the HPCSA in respect of SA qualified employees. 1-year relevant experience after registration as Medical Practitioner with recognized Foreign Health Professional Council in respect of foreign qualified employees, of who is not required to perform Community Service as required in South Africa. Grade 2: A minimum of 5 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 6 years relevant experience after registration as a Medical Practitioner with a recognized foreign Health 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 of 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 a Medical Practitioner with a recognized 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. Inherent requirements of the job: Valid (Code B/EB) driver's license. Medical Officer will be expected to be on standby, including weekends as per rotation schedule. Must be flexible to accommodate changes in schedule. Competencies (knowledge/skills): Appropriate experience in anesthetics will be advantageous. Excellent clinical expertise and clinical governance. Excellent skills and in teaching and training at undergraduate and postgraduate level. Good leadership, communication, interpersonal, analytical and problem-solving skills.
<u>DUTIES</u>	:	Provide clinical services and comprehensive medical care to in-patients and out-patients. Academic teaching and training. Complete and submit required medical reports and documentation for legal and administrative purposes. Complete the required CPD activities to maintain registration with the HPCSA. Uphold the reputation and integrity of the medical profession.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr R Ortel Tel No: (021) 918 1733 Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for a change in registration status). Candidates will be subjected to a practical assessment. The pool of applicants will be considered for other Medical Officer posts within the Chief Directorate: Metro Health Services for a period of 3 months from the date of advert.
<u>CLOSING DATE</u>	:	14 February 2025
<u>POST 04/126</u>	:	<u>MEDICAL OFFICER GRADE 1 TO 3</u> Cape Winelands Health District (Contact Until 31 March 2028) (Sessional) (5 Sessions)
<u>SALARY</u>	:	Grade 1: R457 per hour Grade 2: R521 per hour Grade 3: R603 per hour
<u>CENTRE REQUIREMENTS</u>	:	Breede Valley Sub-district Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with a professional council: Registration with the HPCSA as Medical Practitioner Experience: Grade 1: None after registration as a Medical Practitioner with the HPCSA in respect of SA qualified employees. One-year relevant experience after registration as Medical Practitioner with a recognized 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 a 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 a Medical Practitioner with a recognized 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 Medical Practitioner in respect of SA qualified employees. A minimum of 11 years' relevant experience after registration as Medical Practitioner with a recognized 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. Inherent requirement of the job: A valid (code B/EB) driver's licence. Competencies (knowledge/skills): Knowledge of general medical and surgical conditions on hospital and PHC level and Knowledge applicable to South African TB and HIV care guidelines and including paediatrics HIV and Drug-resistant TB. Comprehensive evidence-based, direct patient-centred Clinical Service Provision in the District Health Service and computer literacy (MS Excel, Word, Outlook etc.) and good interpersonal, organizational and teamwork skills. Primary healthcare experience. Ability and willingness to do outreach services to clinics throughout the Breede Valley Sub-district, guiding health care colleagues in managing difficult PHC cases.

DUTIES

: Provide quality outpatient care to patients in Breede Valley Sub-district Primary Healthcare facilities. Provide an Outreach and Support service to PHC facilities in the Breede Valley Sub-district. Actively participate in skills transfer, training, and academic opportunities relevant to the post. Active involvement in the clinical governance of Breede Valley Sub-district facilities as required.

ENQUIRIES

: Dr B Botha (Clinical Manager) Tel No: (023) 348-1305

APPLICATIONS

: Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE

: No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within Breede Valley Sub District for a period of 3 months from date of advert

CLOSING DATE

: 14 February 2025

POST 04/127

: **SESSIONAL PHARMACIST GRADE 1 TO 3**
Garden Route District
(20 Sessions Per Week)
(1 March 2025 Until 31 March 2026)

SALARY

: Grade 1: R387 per hour
Grade 2: R419 per hour
Grade 3: R457 per hour

CENTRE

: Knysna CDC, Knysna/Bitou Sub District

REQUIREMENTS

: Minimum educational qualification: A qualification accredited with the South African Pharmacy Council (SAPC) that allows registration with the SAPC as a Pharmacist. Registration with a professional council: Registration with the SAPC as Pharmacist. Experience: **Grade 1:** None after registration as a pharmacist with the SAPC in respect of SA qualified employees. 1-year relevant experience after registration as pharmacist 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 after registration as a pharmacist with the SAPC in respect of SA qualified employees. 6-years relevant experience after registration as pharmacist 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 13 years appropriate experience after registration as a pharmacist with the SAPC in respect of SA qualified employees. 14-years relevant experience after registration as pharmacist 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. Inherent requirements of the job: Valid (Code B/EB) driver's license. Ability to communicate effectively (both written and verbal). Ability to work with and within a diverse multi-disciplinary team. Competencies (knowledge/skills): Appropriate knowledge of National and Provincial Health Policies and Pharmaceutical acts and laws. Ability to work accurately under pressure and maintain a high standard of professionalism. Sound Management, communication, and conflict handling skills. Computer literacy including Pharmacy Dispensing and Stock Systems, Microsoft Excel, Microsoft Word, Microsoft PowerPoint (To be specified in application/CV).

DUTIES

: Maintaining a value driven culture in line with national and provincial treatment guidelines and the Western Cape Code List of approved medicines. Effective monitoring of pharmaceutical expenditure, implementation, and evaluation of budgetary control measures. Ensure accessibility to medication and pharmaceutical care for patients. Maintain and improve the quality of patient care as a member of the multi-disciplinary team within the primary health care setting, which includes but is not limited to Antimicrobial Stewardship and rational medicine use prescription

reviews. -Effective Dispensing, compounding, and mixing of pharmaceuticals in line with statutory requirements. Ordering and maintaining stock levels. Assist supervisor with placing of orders from depot and ensuring stock levels is maintained. Ensure sufficient stock without overstocking to prevent expiring of medicine. Record keeping for statistical feedback. Ensure that all operations adhere to pharmacy act.

ENQUIRIES
APPLICATIONS

: Ms GA Turner Tel No: (044) 302- 8400
: Applications are submitted online via www.westerncape.gov.za/health-jobs (click “online applications”).

NOTE

: Shortlisted candidates will be subjected to a practical test and /or competency test. No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with relevant council (including individuals who must apply for change in registration status).

CLOSING DATE

: 14 February 2025