

**PROVINCIAL ADMINISTRATION: WESTERN CAPE
WESTERN CAPE EDUCATION DEPARTMENT (WCED)**

- APPLICATIONS** : Applications must be submitted by using the following URL <https://wcedonline.westerncape.gov.za/home/>, via Google Chrome or Mozilla Firefox.
- CLOSING DATE** : 14 March 2025
- NOTE** : The applicants are advised to read the foreword available on the WCED website before applying for the post/s. Applications must be made via the department's on-line E-Recruitment system. The on-line system will automatically generate a Curriculum Vitae, applicants are therefore required to ensure that their profiles are fully completed. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. All applicants must be SA Citizens/Permanent Residents or Non-SA Citizens with a valid work permit. Applicants will be expected to be available for selection interviews and competency assessments at a time, date and place as determined by Western Cape Education Department (WCED). The Department reserves the right to conduct pre-employment security screening and appointment is subject to positive security clearance outcome. Applicants must declare any/pending criminal, disciplinary or any other allegations or investigations against them. Should this be uncovered post the interview the application will not be considered for the post and in the unlikely event that the person has been appointed such appointment will be terminated. If you have not been contacted within 3 months of the closing date of this advertisement, please accept that your application was unsuccessful

OTHER POSTS

- POST 07/243** : **ENGINEER: ELECTRICAL REF NO: 7**
Directorate: Physical Resource Planning & Property Management
- SALARY** : R833 499 per annum. An all-inclusive salary package consists of a basic salary, and the employer's contribution to the Pension Fund. The remainder of the package may be structure according to your personal needs. Salary depending on years of experience after registration as a professional with the professional body.
- CENTRE** : Cape Town
- REQUIREMENTS** : Degree in Engineering; Registered as a Professional Engineer with ECSA; Three years' experience post qualification; Valid Driver's Licence; Computer literate. Relevant experience: Three years post qualification and relevant experience working on Infrastructure Projects from inception to completion. Candidate must be able to work independently and within a team. Need a good understanding of infrastructure planning and systems that can contribute towards the timeous development of education infrastructure. Need a good understanding of and experience in project management. Candidates must have the ability to prepare reports and draft submissions. Contribute towards the development of strategies and systems for the planning and implementation of education infrastructure. Plan and manage the implementation of infrastructure projects.
- DUTIES** : Develop and maintain technical and functional norms and standards from an engineering perspective. Investigate proposals for innovative service delivery mechanisms and undertake feasibility studies. Compile electrical briefing documentation and specifications. Provide inputs to the determination of the Construction Procurement Strategy, the User Asset Management Plan and the Infrastructure Programme Management Plan. Investigate electrical engineering installations and oversee commissioning of electrical engineering installations. Candidates must be able to undertake research related to innovative and sustainable infrastructure development and be able to plan and implement projects related to this.
- ENQUIRIES** : Mr G Coetzee Tel No: (021) 467 9261

POST 07/244 : **ASSISTANT DIRECTOR: E-LEARNING PROJECTS COORDINATION REF NO: 9**
Directorate: E-Learning

SALARY : R444 036 per annum
CENTRE : Cape Town
REQUIREMENTS :

An appropriate, recognized 3-years post matric qualification. At least 3 years' experience in technology provisioning or project management, valid driver's license. Proficiency at least in two of the three official languages [English, Afrikaans, isiXhosa]. Knowledge: Thorough knowledge of ICT Technology types and specifications; Knowledge of project risk management and mitigation. Experience with implementing projects. The policies, rules and regulations of the National Department of Education and the Western Cape Education Department especially with respect to White Paper 7. Skills: Above average of computer literacy with particular expertise in excel and other data base platforms and the ability to think analytically and systematically. Analysis of eLearning data to inform on trends and risks. Excellent oral and written communication skills. High degree of focus on departmental needs and customer satisfaction. Quality orientated. Excellent diagnostic skills. Excellent problem-solving skills. Write reports. Be flexible and focused on understanding the needs of the end-user.

DUTIES : Project Management Planning: Project planning, project mapping, processes and manage technology provisioning and related e-Learning projects in line with WCED strategies, priorities, policies and guidelines; Liaise with Cel for technical specifications and technical evaluation of technology. Liaise with and render administrative advice and assistance to district e-Learning staff on e-Learning projects and relevant aspects of technology provisioning. Provide advice and assistance with demonstrations and in-house end-user evaluation of emerging technologies Project Management Implementing. Coordinate and manage relevant processes for e-Learning projects (e.g. facilitate meetings with suppliers and vendors); Coordinate and project manage the delivery, installation and implementation of all technology provisioning at schools (eLearning and Subject Specific rollouts). Conduct site visits (as necessary) to assist with eLearning projects. Remain abreast with project procedures and processes that apply to Head Office and other educational institute offices, e.g. Districts, CTLI and technical partner Cel Project Administration; Manage the preparation of source documentation for procurement. Develop guidelines and templates for project plans for all e-Learning deliverables. Assist with the development of project plans; Assist with the communication and stakeholders' engagements. processes: Quality assure project plans and related project documents; Oversee the administrative deliverables with respect to correspondence & filing systems. Prepare all required documentation with regard to the financial aspects of e-Learning projects in collaboration with management Information Management. Create, update and manage a database to record, monitor and report on all e-Learning projects. Update and maintain a project register; Maintain a risk register. Collaboratively work together with directorate to keep WCED online systems updated. Reporting; Report on all aspects of the roll-out and progress of eLearning projects. Collate reports, data analysis and prepare regular reports to management. Monitor and ensure compliance with relevant legislation and prescripts in respect of adequate and appropriate record keeping of the activities of the Projects and of the resources employed by it. Measuring, managing and reporting on project risks, technical constraints and issues. Ensure project documentation is up to date and saved in the designated repositories.

ENQUIRIES : Mr. C Walker Tel No: (021) 467 2351

POST 07/245 : **ADMIN OFFICER: FINANCE REF NO: 6**
Directorate: National School Nutrition Programme (NSNP)

SALARY : R308 154 per annum
CENTRE : Cape Town
REQUIREMENTS : Matric with a minimum experience of seven years in Financial Administration, a financial post matric qualification will be an advantage. Valid driver's licence. Knowledge and experience of the education system, relevant policies, financial administration, planning, office operations, resource management, logistical arrangements, report writing, coordinate and support staff, work in a team. Financial Management Skills. Budget Administrative Skills. Knowledge of

general accounting principles. Ability to analyse and interpret expenditure trends and financial statistical data. Bookkeeping. Computer literate. Word processing and/or data entry skills in the use of database management, word processing, spreadsheets. Good understanding of all relevant national and provincial financial policies pertaining to NSNP, MOD and EPWP. Strong interpersonal, verbal and written and communication skills. Ability to train staff. Ability to gather data, compile information and prepare reports. Ability to manage projects. Skill in organizing resources and establishing priorities sound organising and planning skills. leadership skills. negotiation skills, compassion for the learners who benefit from the NSNP and MOD.

DUTIES : Oversees and administers the BAS payments. Provides assistance and support to the Finance Manager and office of the Programme Manager. Monitor expenditure trends across the province. Prepare the provincial finance report. Supervise the work of employees in supporting roles. Advise and train NSNP, MOD & EPWP staff w.r.t. financial procedures, processes and policies pertaining to the processing of claims. Oversees the operation of the office accounts (budgets & claims). Provide staff with the appropriate training into NSNP, MOD and EPWP budget and expenditure control. Assist with audit queries. Caution NSNP, MOD and EPWP staff timeously when necessary. Assist the Finance Manager to prepare relevant financial documents and policies. Report to the Finance Manager on the allocated programmes. Performs miscellaneous job-related duties as assigned.

ENQUIRIES : Ms L Dluemnyago-Sopotela Tel No: (021) 467 2561

POST 07/246 : **ADMIN OFFICER: EARLY CHILDHOOD DEVELOPMENT FUNDING REF NO: 5**
Directorate: Early Childhood Development

SALARY : R308 154 per annum
CENTRE : Cape Town
REQUIREMENTS : An appropriate 3-year National Diploma/B-degree (equivalent or higher qualification); A minimum of 1- year relevant experience. Knowledge: PFMA, No 1 of 19999. Treasury Prescripts. Financial Delegations. NPO Act Policy on Financial Awards. Guidelines for the Implementation of the Policy on Financial Awards. Skills: Ability to motivate own ideas and approaches. Ability to break down problems into manageable parts and identify solutions. Ability to listen well and be receptive to the ideas of others. Ability to manage conflict. Ability to communicate (verbally or in writing) with ease and confidence. Ability to speak in public and make presentation to large or small groups. Ability to use desktop communication and information technology resources including MS Office software. Planning and organising. Problem solving. Training. Supervision/Management of staff. Interpersonal relations. Budgeting.

DUTIES : Verification of prescribed documents for payment: Verify and monitor compliance (TPA and business plan) and identify non-compliance with prescribed policy/ legislation and funding conditions. Render a support function to Programme Offices. Supervision of staff.

ENQUIRIES : Ms R Leukes Tel No: (021) 467 2584

POST 07/247 : **WORKS INSPECTOR REF NO: 4**
Directorate: Infrastructure Delivery Management

SALARY : R255 450 per annum
CENTRE : Mitchells Plain
REQUIREMENTS : National Diploma in Building or Mechanical or Electrical or N3 with passed Trade Test or National Diploma in Engineering. One year's relevant experience post-qualification. Valid Driver's license. Computer literate. NOTE: An approximately 6 (six) month orientation period shall precede Works Inspectors relocating to their respective Education District Office (EDO). For the orientation period Works Inspectors shall be based at the WCED Head Office (Cpt CBD). Project management skills, organising, research and report writing, monitoring of projects, time management.

DUTIES : Prepare specifications for all types of maintenance-related work. Contribute to the development of Bills of Quantities for maintenance related work where required. Drafting of Reports and or proposals, including associated costs where required. Conducting inspections on all types of Education Infrastructure construction projects, monitoring progress & quality of work. Conducting Condition Assessments on school infrastructure. Assist schools with the

- development- & management of Maintenance Plans for school facilities. Assist in completing NEIMS (National Education Infrastructure Management System) assessments for existing Education Infrastructure.
- ENQUIRIES** : Mr GP Nieuwoudt Tel No: (021) 467 2052
- POST 07/248** : **WORKS INSPECTOR REF NO: 8**
Directorate: Infrastructure Delivery Management
- SALARY** : R255 450 per annum
CENTRE : Paarl
REQUIREMENTS : National Diploma in Building or Mechanical or Electrical or N3 with passed Trade Test or National Diploma in Engineering. One year's relevant experience post-qualification. Valid Driver's license. Computer literate. Note: An approximately 6 (six) month orientation period shall precede Works Inspectors relocating to their respective Education District Office (EDO). For the orientation period Works Inspectors shall be based at the WCED Head Office (Cpt CBD). Project management skills, organising, research and report writing, monitoring of projects, time management.
- DUTIES** : Prepare specifications for all types of maintenance-related work. Contribute to the development of Bills of Quantities for maintenance related work where required. Drafting of Reports and or proposals, including associated costs where required. Conducting inspections on all types of Education Infrastructure construction projects, monitoring progress & quality of work. Conducting Condition Assessments on school infrastructure. Assist schools with the development- & management of Maintenance Plans for school facilities. Assist in completing NEIMS (National Education Infrastructure Management System) assessments for existing Education Infrastructure.
- ENQUIRIES** : Mr. GP Nieuwoudt Tel No: (021) 467 2052
- POST 07/249** : **ADMINISTRATION CLERK REF NO: 10**
Directorate: Cape Teaching & Leadership Institute
- SALARY** : R216 417 per annum
CENTRE : Kuils River
REQUIREMENTS : Grade 12 certificate. Proficiency in at least in two or the three official languages of the Western Cape Province. Knowledge: Knowledge of administration duties, practices as well as the ability to capture data, operate computer and collecting information. Knowledge and understanding of the legislative framework governing the Public Service. Knowledge of working procedures in terms of the working environment. Skills: Numeracy | Literacy | Typing | Computer Literacy | Language skills Attention to detail (Accuracy) Planning and organisation Good verbal and written communication 5. Budgeting and finance 6. Flexibility Teamwork.
- DUTIES** : Render course administration and logistical support for programme delivery. Provide general clerical support services. Provide supply chain clerical support services. Provide financial administration support services.
- ENQUIRIES** : Ms M September Tel No: (021) 900 5017

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.

OTHER POSTS

- POST 07/250** : **HEAD CLINICAL UNIT (MEDICAL): GRADE 1 (PAEDIATRIC)**
Chief Directorate: Rural Health Services
- SALARY** : Grade 1: R1 976 070 per annum, (A portion of the package can be structured according to the individual's personal needs).
CENTRE : Worcester Regional Hospital
REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as

Medical Specialist in Paediatrics. Registration with a professional council: Registration with the HPCSA as Medical Specialist in Paediatrics. Experience: A minimum of 3 years' appropriate experience as a Medical Specialist after registration with the HPCSA as Medical Specialist in Paediatrics. Inherent requirements of the job: Valid SA driver's licence. Participation in commuted overtime system is compulsory. Competencies (knowledge/skills): Proven leadership abilities and experience in supervision of staff Proven experience in principles of planning, organizing and implementation. Proven knowledge of public health policies, guidelines and related prescript to manage resources effectively. Computer literacy.

DUTIES : Ensure an efficient and cost-effective Paediatrics service of high quality with a patient centered focus and addressing the burden of disease in the Worcester ecosystems. Ensure quality of care for the department by developing protocols and guidelines supporting the principles of the clinical governance framework of the department of Health to ensure better outcome of patient care. Support to major referral centers in the Drainage area of Worcester hospital by doing Outreach and support and improving competencies in the District Health System to manage patients appropriately and impact on wellness in the Worcester ecosystems. Assume the duties of the Functional Business Unit (FBU) manager for Paediatrics that includes financial & human resource management, quality assurance, information management and serve as member of the executive management of the Facility. Ensure that Office of Health Standards compliance are adhered to. Create a learning environment for junior staff, and students, both under- and postgraduate as required. Do appropriate clinical audits and research within the department to stay abreast of clinical development.

ENQUIRIES : Mr D Matthew Tel No: (023) 348-1113
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 : 07 March 2025

POST 07/251 : **MANAGER: MEDICAL SERVICES GRADE 1**
 Chief Directorate: Rural Health Services

SALARY : Grade 1: R1 348 635 per annum, (A portion of the package can be structured according to the individual's personal needs)

CENTRE : Worcester Regional Hospital
REQUIREMENTS : Minimum educational qualification: An 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. Experience: A minimum of 3 years of appropriate experience as a Medical Officer after registration with the HPCSA as a Medical Practitioner. Inherent requirements of the job: A valid (code B/EB) driver's licence. Willingness and skills to do work after hours in a clinical area. Ability and willingness to be available for emergencies / mass incidents. Competencies (knowledge/skills): Appropriate and proven managerial experience in a Health Care environment, showing strong leadership, strategic and operational skills. Knowledge of Clinical Governance, Healthcare legislation, and related legal and ethical healthcare practices. Proven skills in the planning and implementation of quality improvement projects. Excellent communication and conflict management skills. Proven computer literacy with proficiency in MS Word, Excel, and PowerPoint with the ability to understand and analyse statistical and financial information.

DUTIES : Effective and efficient Strategic and Operational Management of Clinical services at Worcester hospital, Specialist services for the ecosystem and level 1 services for the subdistrict aligned with Provincial and National directives. Coordination of clinical governance activities to maintain and continuously improve the quality of care. Coordinate clinical outreach programs to District hospitals & in reach from PHC, district, and tertiary facilities. Effective and efficient financial management of clinical services. Effective, efficient, and sustainable Human Resource management and planning of Clinical Personnel. Effective and appropriate training, supervision and evaluation of clinical staff.

ENQUIRIES : Mr D Matthew Tel No: (023) 348-1113
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 subject to a practical test and/or competency test. 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** : 07 March 2025
- POST 07/252** : **SENIOR REGISTRAR (ENDOCRINOLOGY)**
(2-Year Contract)
- SALARY** : R1 271 901 per annum. A portion of the package can be structured according to the individual's personal needs.
- 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 Specialist in Medicine. Registration with a Professional Council: Registration with the HPCSA as a Medical Specialist in Medicine. Inherent requirement of the job: Commuted overtime is compulsory. Competencies (knowledge/skills): Effective and efficient administration. Communication including report generation, letter writing, consultation. Experience in research. Knowledge appropriate for approach to investigations of common medical and endocrine disorders. Clinical Skills required of a Medical Specialist Physician (e.g. Assessment, diagnosis and treatment in inpatient, outpatient, and emergency contexts).
- DUTIES** : Clinical Service Provision. Research. Clinical Governance and Administration. Teaching and Training/Supervision of Junior Staff.
- ENQUIRIES** : Prof J Dave Tel No: (021) 404-2135 or joel.dave@uct.ac.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. Please ensure that you attach an updated CV. "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 with the relevant council (including individuals who must apply for change in registration status)". Appointment as Senior Registrar will be for a maximum contract period of 2 years. Senior Registrars will function across health facilities, as per an agreed programme. 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 Senior Registrar will be on contract. Employees in service who opt to continue with their pension benefits as Senior Registrar, will be required to resign after completion of their registrarship should they not be successful for advertised Medical Sub-Specialist positions. The Department of Health is guided by the principles of Employment Equity. Candidates with disability are encouraged to apply and an indication in this regard will be appreciated. Specific Senior Registrar posts within the Department will be identified as part of the Affirmative Action programme to create a representative Specialist cadre in line with applicable procedures. Preference will be given to SA citizens/permanent residents with a valid identity document. Senior Registrars will be required to register as post-graduates with Stellenbosch University/ University of Cape Town according to the yearbook and guidelines. Groote Schuur Hospital has adopted the department's ecosystem framing of its training platform. Accordingly, all registrar appointments may be called upon to work across this platform and may include rotations at Metro West and Rural East hospitals. This includes Red Cross War Memorial Children's Hospital, New Somerset Hospital, Mitchells Plein District Hospital, Victoria Hospital and George Provincial Hospital.
- CLOSING DATE** : 07 March 2025
- POST 07/253** : **MEDICAL SPECIALIST GRADE 1 TO 3 (ANAESTHESIA)**
Chief Directorate: Rural 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 candidates to participate in a system of remunerated commuted overtime).
<u>CENTRE REQUIREMENTS</u>	:	George Regional Hospital Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Anaesthetics. Registration with a professional council: Registration with the HPCSA as a Medical Specialist in Anaesthesia. Experience: Grade 1: None after registration with the HPCSA as Medical Specialist in Anaesthetics. 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 Anaesthetics. 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 employees) as Medical Specialist in Anaesthetics. Inherent requirements of the job: Commuted overtime contract is compulsory, as well as ability to work flexible and after-hours. Valid (Code B/EB) driver's license, as well as willingness and ability to travel. Competencies (knowledge/skills): Sufficient and appropriate clinical experience in the management of Anaesthetic procedures in a regional hospital comprehensively. Experience in anaesthetizing children under the age of 1 years would be recommended. Good work etiquette; excellent communication skills; conflict management; cost conscious care provision. Good technology and computer skills; problem-solving experience; leadership and mentoring experience. Proven knowledge of public health policies, guidelines and related prescript to manage resources effectively. Performance of audits or research and publications. Experience in anaesthetizing children under the age of 1 year and children with a weight of more than 3 kilograms. Experience in teaching and conducting research.
<u>DUTIES</u>	:	Render an efficient and cost-effective Anaesthesia service to patients managed by the institution and district as the Rural East Ecosystem, by balancing throughput with quality. Ensure the rational use of resources, participate in audits and Clinical Governance activities. Ensure appropriate training of all clinical staff, including students, Internship doctors, Community service doctors and nursing and allied staff in the department, the hospital and the district. Partake in Outreach and Support services, as needed, to the greater Rural East Ecosystem. Ensure good relations with patients, nursing staff, colleagues and referral services at tertiary and district hospital level. Adhere to requirements for all HR matters. Do appropriate clinical audits and research within the department to stay abreast of clinical development.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr T Koen Tel No: (044) 802-4535
	:	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 are subjects to a practical. 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).
<u>CLOSING DATE</u>	:	07 March 2025
<u>POST 07/254</u>	:	<u>MEDICAL SPECIALIST GRADE 1 TO 3 (GENERAL SURGERY)</u>
<u>SALARY</u>	:	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 candidates to participate in a system of remunerated commuted overtime).
<u>CENTRE REQUIREMENTS</u>	:	Tygerberg Hospital, Parow Valley Minimum educational qualification: -Appropriate qualification that allows registration with the Health Professional Council of South Africa (HPCSA) as

Medical Specialist in General Surgery. Registration with a Professional Council: Registration with the HPCSA as Medical Specialist in General Surgery. Experience: **Grade 1:** None after registration with HPCSA as a Medical Specialist in General Surgery. **Grade 2:** A minimum of 5 years' appropriate experience after registration with the HPCSA (or recognized foreign Health Professional Council in the case of a foreign qualified employee) as a Medical Specialist in General Surgery. **Grade 3:** A minimum of 10 years' appropriate experience after registration with the HPCSA (or recognized foreign Health Professional Council in the case of a foreign qualified employee) as a Medical Specialist in General Surgery. Inherent requirements of the job: Commuted overtime is compulsory. Participate in the after-hours call system. Competencies (knowledge/skills): Clinical and surgical competency in General Surgery. Ability to work in a high-volume clinic and surgical environment. Computer literacy, database knowledge, research experience, interest in data collection and analysis for service improvement. Insight into challenges of local health care delivery, diversity, transformation and equity. Experience in supervision and training of staff and students at under- and post-graduate levels.

DUTIES : Oversight of the Acute Care Surgery Unit. Supervision and training of junior surgical staff. Participation in under- and post-graduate academic activities. Clinical service delivery in accordance with the needs of the Division of General Surgery.

ENQUIRIES : Prof G Oosthuizen, email: george-oost@sun.ac.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 the 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 as Medical Specialist in General Surgery with the relevant council (including individuals who must apply for change in registration status).

CLOSING DATE : 07 March 2025

POST 07/255 : **MEDICAL SPECIALIST GRADE 1 TO 3 (FAMILY PHYSICIAN)**
West Coast District

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.

CENTRE : Citrusdal Hospital, Cederberg Sub-district

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Family Physician. Registration with a Professional Council: Registration with the Health Professions Council of South Africa as a Medical Specialist in Family Medicine. Experience: **Grade 1:** None after registration with the HPCSA as a Medical Specialist. **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, Family Physician. **Grade 3:** A minimum of 10 years' appropriate experience as Medical Specialist after registration with the HPCSA (or a recognized foreign health professional council in respect of a foreign qualified employee) as a Medical Specialist, Family Physician. Inherent requirements of the job: Valid driver's license (Code B/EB). Working Commuted Overtime at the 24-hour facilities. Willingness to work at other facilities in the Sub-structure. Competencies (knowledge/skills): Appropriate experience working at a Primary Healthcare facility in a District Health system. Clinical knowledge to manage complex clients referred from other clinical staff and liaise with other specialists for more advanced care. Ability to work within and lead a multi-disciplinary team to provide service delivery to clients in a Primary Health Care setting. Experience in facilitating clinical teaching, learning and assessment of both undergraduate and postgraduate health sciences students. Ability to support research activities, including postgraduate

- research supervision. Clinical governance skills, including quality improvement methodology. Knowledge of People Management, finance and supply chain management to support clinical service provision. Knowledge of Community Orientated Primary Care approach and ability to engage all relevant stakeholders in the Ecosystem. Participate in on call rosters.
- DUTIES** : Clinical services as a consultant and clinician. Clinical teaching and training. Clinical Governance and quality management. Academic educational activities, teaching of undergraduate and postgraduate students and research. People management of clinical staff and supporting the budget management related to clinical services.
- ENQUIRIES** : Dr. C Adams Tel No: (022) 921 2153
- 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 Cederberg Sub-district for a period of three months.
- CLOSING DATE** : 07 March 2025
- POST 07/256** : **REGISTRAR (RADIATION ONCOLOGY) (X2 POSTS)**
(4-Year Contract)
- SALARY** : R949 146 per annum. A portion of the package can be structured according to the individual's personal needs.
- 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: Commuted overtime is compulsory. Valid (Code B/EB) driver license. 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): Research methodologies. Oncology or Palliative care experience. Appropriate and sufficient clinical experience since obtaining the degree of MBChB. Current certificate of ATLS/ACLS. Professionalism, good communication and interpersonal skills, being a team player and leadership.
- DUTIES** : Attending to Oncology patients in clinic and ward settings. Mentor, support, and assist junior colleagues. Participation in performance appraisals/assessments. Involvement in research/audits relating to Radiation Oncology. Participation in the academic activities and teaching responsibilities of the division. Provision of appropriate Oncology care to cancer patients according to accepted protocols under the guidance of the Consultant Radiation Oncologist. Administrative tasks required for optimal patient care and well-organised and efficient clinics and wards. Improving and updating knowledge through participation in teaching and training sessions and self-learning. Radiotherapy planning and treatment skills development.
- ENQUIRIES** : Prof Z Mohamed Tel No: (021) 404 4263
- 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. 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. Please ensure that you attach an updated CV. Groote Schuur Hospital has adopted the department's ecosystem framing of its training platform. Accordingly, all registrar appointments may be called upon to work across this platform and may include rotations at Metro West and Rural East hospitals. This includes Red Cross War Memorial Children's Hospital, New Somerset Hospital, Mitchells Plein District Hospital, Victoria Hospital and George Provincial Hospital.

<u>CLOSING DATE</u>	:	07 March 2025
<u>POST 07/257</u>	:	<u>MEDICAL OFFICER GRADE 1 TO 3</u>
<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>	:	Red Cross War Memorial Children's Hospital, Rondebosch Minimum educational qualification: Appropriate qualification that allows registration with Health Professions Council of South Africa (HPCSA) as Medical Practitioner. Registration with a professional council: Registration with the HPCSA as a 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 a 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 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: Must provide after-hours emergency services and participate in commuted overtime at 16-hours per week. Exposure and ideally experience in management of paediatric Trauma emergencies including trauma and burns. Competencies (knowledge/skills): The ability to work in a busy tertiary environment. Ability to perform functions of a front room casualty offices including resuscitation, stabilization, investigation and emergent management as well as emergency procedures on injured paediatric Patients Management of paediatric Trauma emergencies including trauma and burns. Ability to supervise Medical Officers and registrars in acquiring emergency front room trauma care capabilities. Ability to work in a team Computer literacy and the ability to develop and work with databases Evidence of ability to initiate research Evidence of ability to teach. Evidence of organizational skills and the ability to manage tasks and resources efficiently.
<u>DUTIES</u>	:	To provide full time (including overtime) care to paediatric patients sustaining trauma, including front room and clinic-based care. Ensuring, as part of a team, continuous improvements in the quality, efficiency and outcome of the management of injured children by means of service organization, protocol

development, equipment and facility oversight, staff allocation, Medico-legal reporting as required. Active participation in all the activities of the division of paediatric Surgery including research, teaching and outreach. Training of under- and post-graduate students and other healthcare personnel.

ENQUIRIES APPLICATIONS : Prof S Cox e-mail: Sharon.cox@uct.ac.za
: 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 subjected to security clearance, qualification clearance, criminal records, credit records and previous employment checks prior to appointment. Candidates may have to undergo profiling assessments prior to appointment. 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).

CLOSING DATE : 07 March 2025

POST 07/258 : **REGISTRAR (MEDICAL FAMILY MEDICINE) (X2 POSTS)**
West Coast District
(1-Year Contract - Renewable)

SALARY : R949 146 per annum. A portion of the package can be structured according to the individual's personal needs.

CENTRE REQUIREMENTS : Saldanha Sub-District and Swartland 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. Inherent requirements of the job: A valid (code B/EB) driver's license. Willingness to work overtime. Commuted overtime is compulsory. Competencies (knowledge/skills): Computer literacy (i.e., MS Word, Excel, PowerPoint and internet research). Excellent verbal and written communication skills. Good interpersonal and time-management skills.

DUTIES : Clinical service provision, including participating in community-orientated primary care activities. Participate in the Teaching program, including in-service capacity building of staff and supervision of health sciences students. Research and Professional Development (incl. completion of MMed mini dissertation). Effective Clinical Administration in patient records and patient reports as part of the clinical governance activities.

ENQUIRIES : Dr J Brownbridge Tel No: (022) 487-9200 (Swartland SD) & Dr T Zimri Tel No: (044) 709 7200 (Saldanha SD)

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. Appointment as Registrar will be for a maximum contract period of 4 years. It may become necessary to second/transfer staff to another hospital/institution during their period of training, in which case affected staff will be consulted prior to any decision being implemented. Registrars will function across health facilities, as per an agreed programme. Should registration with the HEI as a student be discontinued for any reason the appointment as a Registrar also discontinues. 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 on contract. 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. The Department of Health is guided by the principles of Employment Equity. Candidates with disability are encouraged to apply and an indication in this regard will be appreciated. Specific Registrar posts within the Department will be identified as part of the Affirmative Action programme to create a representative Specialist cadre in line with applicable procedures. Preference will be given to SA citizens/permanent residents with a valid identity document. Registrars will be required to register as post-graduates with Stellenbosch

		University or the University of Cape Town according to the yearbook and guidelines.
<u>CLOSING DATE</u>	:	07 March 2025
<u>POST 07/259</u>	:	<u>MEDICAL OFFICER GRADE 1 TO 3 (X2 POSTS)</u> West Coast District
<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>	:	Vredendal Hospital, Matzikama Sub-District Minimum educational qualification: Appropriate qualification that allows registration with the Health Professional 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 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. Inherent requirement of the job: Willingness to relieve at Primary Health Care Clinics within the Sub-district. Valid (Code B/EB) driver's license. Willingness to rotate. Willingness to partake in the Commuted Overtime system. Competencies (knowledge/skills): Ability to function/make decisions independently and as part of a multi-disciplinary team. Good communication, interpersonal relationships, exceptional leadership and conflict resolution skills. Basic computer skills in MS Word, Excel, and Outlook. Knowledge of relevant legislation, policies and protocols of the Department of Health, Western Cape.
<u>DUTIES</u>	:	Clinical Service provision in OPD. Clinical Service delivery in Casualty. Clinical Service delivery in theatre. Forensic service provision. Service management. Training and Development.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr. ECT Ockhuis Tel No: (027) 213-2039 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. Shortlisted candidates will be subjected to a practical 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 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 Matzikama Sub District for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	07 March 2025
<u>POST 07/260</u>	:	<u>COUNCILLOR GRADE 1 TO 3</u> West Coast District
<u>SALARY</u>	:	Grade 1: R675 450 per annum

		Grade 2: R769 347 per annum
		Grade 3: R868 662 per annum
<u>CENTRE REQUIREMENTS</u>	:	Swartland Hospital, Swartland SD
	:	Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa as a Registered Counsellor. Registration with a Professional Council: Registration with HPCSA as a Registered Counsellor. Experience: Grade 1: None after registration with the Health Professions Council of South Africa as a Registered Counsellor. Grade 2: A minimum of 8 years appropriate experience as a Counsellor after registration with Health Professional Council (HPCSA) as Counsellor. Grade 3: A minimum of 16 years appropriate experience as a Counsellor after registration with Health Professional Council (HPCSA) as Counsellor. Inherent requirement of the job: A valid (Code B/EB) driver's license and willingness to travel. 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 specialized mental health interventions. Knowledge and experience in providing mentoring and supervision of other lay health workers. Computer literacy (i.e. MS Word, PowerPoint and Excel). Knowledge and application of regulations, policies and procedures relevant to health programs. Able to work independently and in a team. 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. Adaptable and innovative in a high-pressured environment. Conceptualization skills as appropriate for individual and group evidence-based intervention identification and application. Ability to work in a diverse, multi-cultural and inclusive environment.
<u>DUTIES</u>	:	Providing preventative and developmental counselling services and interventions on all systems levels. Performing supportive psychological interventions to enhance mental well-being on an individual basis, group basis or at community level. Performing basic psychological screening aimed at overall generalized functioning enhancement. Provide counselling in conjunction with interdisciplinary/multi-sectoral support teams. Provide psycho-education and mental health promotion. Report writing and providing feedback to clients/supervisor(s) on interventions. Provide supervision, mentoring and support to lay health workers. Attend regular clinical supervision. Form part of the sub-district and district mental health teams.
<u>ENQUIRIES</u>	:	Dr J Brownbridge Tel No: (022) 487-9200 (Swartland SD) & Dr T Zimri Tel No: (044) 709-7200 (Saldanha SD)
<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 the Swartland Sub-District, for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	07 March 2025
<u>POST 07/261</u>	:	<u>ASSISTANT MANAGER NURSING (HEAD OF NURSING SERVICES)</u> West Coast District
<u>SALARY</u>	:	R656 964 per annum
<u>CENTRE</u>	:	Vredendal Hospital, Matzikama Sub-District
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwife. Registration with a Professional Council: Registration with the SANC as Professional Nurse and Midwife. 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 license. Willingness to travel and to attend to community needs after hours. Ability to work in a high stress environment. Competencies (knowledge/skills): Ability to function/make decisions independently and as part of a multi-disciplinary team. Good communication, interpersonal relationships, exceptional leadership and conflict resolution skills. Basic computer skills in MS Word, Excel, PowerPoint and Outlook. Extensive knowledge and understanding of relevant nursing legislation, policies and protocols of the Department of Health, Western Cape as well as experience in office administration, human resource management, financial management, supply chain and procurement processes.

DUTIES : Provide leadership and co-ordinate the nursing service within designated levels of care. Manage and monitor the cost-effective utilisation of human, financial and physical resources. Manage nursing research, nursing practice development and training programmes. Clinical governance and realisation of strategic goals and objectives of the Nursing Division. Manage nursing quality assurance programme and develop nursing policies.

ENQUIRIES : Dr. ECT Ockhuis Tel No: (027) 213-2039

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 similar vacant posts within the Matzikama Sub-district for a period of three months.

CLOSING DATE : 07 March 2025

POST 07/262 : **CHIEF MEDICAL ORTHOTIST PROSTHETIST GRADE 1**

Chief Directorate: Metro Health Services

SALARY : Grade 1: R545 262 per annum

CENTRE : Western Cape Rehabilitation Centre, Orthotic and Prosthetic Centre, Pinelands

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with HPCSA as Medical Orthotist and Prosthetist. Registration with a Professional Council: Registration as a Medical Orthotist and Prosthetist with HPCSA. Experience: A minimum of three (3) years' experience in the Orthotics and Prosthetics field after registration with HPCSA. Inherent requirement of the job: Valid driver's license. Competencies (knowledge/skills): Strong innovative, leadership, problem-solving, decision-making, negotiation- and conflict-resolution skills. Ability to think and function independently as well as in an interdisciplinary team. The ability to collect and critically analyse data and produce reports. Computer literacy skills with competency in MS Office.

DUTIES : Strategic and Operational Planning and coordination of Orthotics and Prosthetics and Orthopaedic Footwear services. Supervise all aspects of Human Resources and Orthotics and Prosthetics and Orthopaedic Footwear production. Participate in production work by Designing, measuring, manufacturing, fitting, repairing and adjusting all O & P devices. Financial and Supply Chain management within resources and according to the prescriptions. Provide and supervise the training of students MOPs and In-service trainees Comprehensive clinical governance and Clinical Practice review, including the development and implementation of clinical protocols, guidelines, and SOPs. Liaison with internal and external stakeholders as required to enhance the continuity of care. Participate in MOP Centre meetings and perform duties delegated by the Facility Manager including acting position as facility Manager.

ENQUIRIES : Mr BJ Mlambo Tel No: (021) 531-5300

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/written and oral assessment. No payment of any kind is required when applying for this post. The pool of applicants will be considered for similar posts within the Chief Directorate: Metro Health Services for a period of 3 months from date of advert.

CLOSING DATE : 07 March 2025

- POST 07/263** : **OPERATIONAL MANAGER NURSING GRADE 1 (GENERAL)**
Overberg District
- SALARY** : R520 560 per annum
CENTRE : Swellendam Hospital
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 Professional Nurse. Registration with a Professional Council: Registration with the SANC as Professional Nurse. Experience: A minimum of 7 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. Inherent requirements of the job: Willingness to work shifts (night and day), public holidays and weekends to manage hospital after hours, when required. Perform standby duties/relief duties for Assistant Manager: Nursing. Valid (Code B/EB/C1) driver's licence. Competencies (knowledge/skills): Good communication, interpersonal, decision-making, leadership, organizational and conflict resolution skills with a strong sense of responsibility and accountability. Be able to function independently and as part of a multi-disciplinary team. Demonstrate an in-depth knowledge of legislation pertaining to nursing and public service. Knowledge of People Management and financial policies. Ability to promote quality patient care through the setting, implementation and monitoring of standards. Basic Computer Literacy.
- DUTIES** : Management, coordination and provision of quality comprehensive care within the facility. Effective personnel development and management within the Department. Effective financial management and procuring as well as implementing of policies, prescripts and protocols according to the Public Service Finance Management Act and Regulations. Ensure the promotion of Quality Assurance, Infection control and Occupational Health and Safety within the Department. Initiate and participate in training, development and research within the nursing division. Liaise with relevant stakeholders including institutional committees. Promote health education to clients, the public and staff. Collect, verify and timeous submission of accurate statistics. Participates in formulating, monitoring and implementation of policies, guidelines, standard operating procedures and regulations within the department. Deliver an effective support service to the Nursing Manager and ensure effective coordination or the Nursing Division after hours. Maintain ethical standards and promote professional growth and self-development.
- ENQUIRIES** : Ms F Vermeulen Tel No: (028) 514 8400
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 subjected to competency assessment. 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** : 07 March 2025
- POST 07/264** : **INDUSTRIAL TECHNICIAN PRODUCTION: GENERAL ENGINEERING (BUILDING)**
Directorate: Engineering and Technical Services
- SALARY** : R308 154 per annum
CENTRE : Head Office, Cape Town (Location in the grounds of Karl Bremer Hospital
REQUIREMENTS : Minimum educational qualification: B-Tech or National Diploma or equivalent (T- or N- or S- Stream) in the Built Environment (Building, not electrical or mechanical) or an equivalent relevant qualification. Experience: Appropriate experience in design, specification and maintenance of health infrastructure with a strong emphasis on maintenance, compliance and minor works. Inherent requirements of the job: Willing to work overtime, stay away and travel throughout the Western Cape Province, often at short notice. Willing to assist in other institutions and directorates. Willingness to travel within the borders of the Western Cape. Valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Knowledge in the compilation of specifications and tender documentation. Compilation of Drawings for Tender, Construction purposes as well as submission to Council. Contracts and quality management skills. Competent with hands-on practical work, finding practical solutions. Computer literate (Auto CAD, MS Word and Excel). Knowledge and experience in IT,

		design of Built infrastructure in the health care environment. Registration with SACAP/SACQSP will be advantageous.
<u>DUTIES</u>	:	Compile specifications, drawings and tender documentation within time limits. Liaise with clients with regard to information and work progress. Ensure continuity of service schedules, prioritizing work, and consideration of operational requirements. Ensure equipment and working areas are compliant with Occupational Health and Safety Act. Sound Contract and project management.
<u>ENQUIRIES</u>	:	Mr Z Jattiem Tel No: (021) 830-3764
<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. A practical/competency test may form part of the shortlisting and/or interview process, a full job description is available upon request.
<u>CLOSING DATE</u>	:	07 March 2025
<u>POST 07/265</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL: SURGERY MALE WARD)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R307 473 per annum Grade 2: R375 480 per annum Grade 3: R451 533 per annum
<u>CENTRE</u>	:	New Somerset Hospital
<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 SANC as a Professional Nurse. Experience: Grade 1: None Grade 2: A minimum of 10 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing Grade 3: A minimum of 20 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Inherent requirements of the job: Willingness to work shifts, day and night duty, weekends, and public holidays to meet the operational requirements. Must be prepared to assist in all departments according to operational requirements. Competencies (knowledge/skills): Effective communication skills and interpersonal skills. Knowledge of relevant legislation and policies of the Department of Health Western Cape. Skills to plan, organize and coordinate the service by analysing, problem-solving and decision-making.
<u>DUTIES</u>	:	Provide optimal, holistic nursing care with set standards within professional/legal framework. Provision of effective control and management of equipment and stock. Administrative responsibilities and information management. Accurate record-keeping for statistical and legal purposes. Effective utilization of resources. Participate in training and research. Provide support to Nursing Services. Assist with coordination and implementation of the Ideal Hospital Programme in the institution for better quality patient care. Maintain professional growth/ethical standards and self-development.
<u>ENQUIRIES</u>	:	Ms S Basardien Tel No: (021) 402- 6485
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	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 a change in registration status)". No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical/written and oral assessment. The pool of applicants will be considered for other vacant Professional Nurse: General posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	07 March 2025

POST 07/266 : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: PAEDIATRIC ICU)
(X2 POSTS)**

SALARY : Grade 1: R451 533 (PN-B1) per annum
Grade 2: R553 545 (PN-B2) per annum

CENTRE : Tygerberg Hospital, Parow Valley
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 as a Professional Nurse. A post-basic nursing qualification, with duration of at least 1 year accredited with the SANC in Child Nursing Science or Medical and Surgical Nursing Science: Critical Care Nursing: Child Nursing. Registration with a Professional Council: Registration with the SANC as Professional Nurse. Experience: **Grade 1:** A minimum of 4 years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. **Grade 2:** A minimum of 14 years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse in General Nursing At least 10 years of the period referred to above must be appropriate/recognisable experience in Paediatrics after obtaining the 1-year post-basic qualification in the relevant speciality. Inherent requirement of the job: Will be required to work shifts, weekends and public holidays. Competencies (knowledge/skills): Basic computer literacy. Good written and verbal communication skills. Knowledge of relevant legislation and policy related to the nursing speciality. Strong leadership and interpersonal skills. Good organisational skills and the ability to function under pressure.

DUTIES : Ensure quality patient care regarding the identification of nursing care needs, the planning and implementation of nursing care plans and the education of the nursing personnel as a Professional Nurse in the specific speciality clinical area. Render and supervise specialised clinical nursing care and support clinical staff with procedures within the specific clinical speciality unit. Utilize human, material and physical resources and development of self and others. Display core values of the Department of Health and Wellness (WCG) on the execution of duties while practicing within the legislation, regulations and protocols applicable to the public service.

ENQUIRIES : Ms F Baartman Tel No: (021) 938-4055
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. Candidates who are not in possession of the required qualification will be appointed into the general stream, and they will be required to obtain the necessary qualification within the predetermined period of time. Candidates who are not in possession of 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 Child Nursing Science or Medical and Surgical Nursing Science: Critical Care Nursing: Child Nursing.

CLOSING DATE : 07 March 2025

POST 07/267 : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: ONCOLOGY)**

SALARY : Grade 1: R451 533 (PN-B1) per annum
Grade 2: R553 545 (PN-B2) per annum

CENTRE : Tygerberg Hospital, Parow Valley
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 as a Professional Nurse. A post-basic nursing qualification, with duration of at least 1 year accredited with the SANC in Medical & Surgical Nursing Science: Oncology. Registration with a Professional Council: Registration with the SANC as Professional Nurse. Experience: **Grade 1:** A minimum of 4 years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. **Grade 2:** A minimum of 14 years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. At least 10 years of the period referred to above must be

appropriate/recognisable experience in Oncology after obtaining the 1-year post-basic qualification in the relevant speciality. Inherent requirement of the job: Will be required to work shifts, weekends and public holidays. Competencies (knowledge/skills): Basic computer literacy. Good written and verbal communication skills. Knowledge of relevant legislation and policy related to the nursing speciality. Strong leadership and interpersonal skills. Good organisational skills and the ability to function under pressure.

DUTIES : Ensure quality patient care regarding the identification of nursing care needs, the planning and implementation of nursing care plans and the education of the nursing personnel as a Professional Nurse in the specific speciality clinical area. Render and supervise specialised clinical nursing care and support clinical staff with procedures within the specific clinical speciality unit. Utilize human, material and physical resources and development of self and others. Display core values of the Department of Health and Wellness (WCG) on the execution of duties while practicing within the legislation, regulations and protocols applicable to the public service.

ENQUIRIES : Mrs F Baartman Tel No: (021) 938-4055

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. Candidates who are not in possession of the required qualification will be appointed into the general stream, and they will be required to obtain the necessary qualification within the predetermined period of time. Candidates who are not in possession of 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 & Surgical Nursing Science: Oncology.

CLOSING DATE : 07 March 2025

POST 07/268 : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: ORTHOPAEDICS)**

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

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

CENTRE : Tygerberg Hospital, Parow Valley

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 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: Orthopaedic Nursing. Registration with a Professional Council: Registration with the SANC as Professional Nurse. Experience: **Grade 1:** A minimum of 4 years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. **Grade 2:** A minimum of 14 years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in Orthopaedics after obtaining the 1-year post-basic qualification in the relevant speciality. Inherent requirement of the job: Will be required to work shifts, weekends and public holidays. Competencies (knowledge/skills): Basic computer literacy. Good written and verbal communication skills. Knowledge of relevant legislation and policy related to the nursing speciality. Strong leadership and interpersonal skills. Good organisational skills and the ability to function under pressure.

DUTIES : Ensure quality patient care regarding the identification of nursing care needs, the planning and implementation of nursing care plans and the education of the nursing personnel as a Professional Nurse in the specific speciality clinical area. Render and supervise specialised clinical nursing care and support clinical staff with procedures within the specific clinical speciality unit. Utilize human, material and physical resources and development of self and others. Display core values of the Department of Health and Wellness (WCG) on the execution of duties while practicing within the legislation, regulations and protocols applicable to the public service.

ENQUIRIES : Ms F Baartman Tel No: (021) 938-4055

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 Candidates who are not in possession of the required qualification will be appointed into the general stream, and they will be required to obtain the necessary qualification within the predetermined period of time. Candidates who are not in possession of 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: Orthopaedic Nursing.

CLOSING DATE : 07 March 2025

POST 07/269 : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: PAEDIATRICS) (X2 POSTS)**

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

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

CENTRE : Tygerberg Hospital, Parow Valley

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 as a Professional Nurse. A post-basic nursing qualification, with duration of at least 1 year accredited with the SANC in Child Nursing Science. Registration with a Professional Council: Registration with the SANC as Professional Nurse. Experience: **Grade 1:** A minimum of 4 years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. **Grade 2:** A minimum of 14 years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse in General Nursing At least 10 years of the period referred to above must be appropriate/recognisable experience in Paediatrics after obtaining the 1-year post-basic qualification in the relevant specialty. Inherent requirement of the job: Will be required to work shifts, weekends and public holidays. Competencies (knowledge/skills): Basic computer literacy. Good written and verbal communication skills. Knowledge of relevant legislation and policy related to the nursing specialty. Strong leadership and interpersonal skills. Good organisational skills and the ability to function under pressure.

DUTIES : Ensure quality patient care regarding the identification of nursing care needs, the planning and implementation of nursing care plans and the education of the nursing personnel as a Professional Nurse in the specific specialty clinical area. Render and supervise specialised clinical nursing care and support clinical staff with procedures within the specific clinical specialty unit. Utilize human, material and physical resources and development of self and others. Display core values of the Department of Health and Wellness (WCG) on the execution of duties while practicing within the legislation, regulations and protocols applicable to the public service.

ENQUIRIES : Ms F Baartman Tel No: (021) 938-4055

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. Candidates who are not in possession of the required qualification will be appointed into the general stream, and they will be required to obtain the necessary qualification within the predetermined period of time. Candidates who are not in possession of 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 registration for the first time in the post-basic qualification in Child Nursing Science.

CLOSING DATE : 07 March 2025

POST 07/270 : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: THEATRE) (X5 POSTS)**

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

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

<u>CENTRE REQUIREMENTS</u>	: Tygerberg Hospital, Parow Valley : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council 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 Nursing. Registration with a Professional Council: Registration with the SANC as Professional Nurse. Experience: Grade 1: A minimum of 4 years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. Grade 2: A minimum of 14 years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in Operating Theatre after obtaining the 1-year post-basic qualification in the relevant specialty. Inherent requirement of the job: Will be required to work shifts, weekends and public holidays. Competencies (knowledge/skills): Basic computer literacy. Good written and verbal communication skills. Knowledge of relevant legislation and policy related to the nursing speciality. Strong leadership and interpersonal skills. Good organisational skills and the ability to function under pressure.
<u>DUTIES</u>	: Ensure quality patient care regarding the identification of nursing care needs, the planning and implementation of nursing care plans and the education of the nursing personnel as a Professional Nurse in the specific speciality clinical area. Render and supervise specialised clinical nursing care and support clinical staff with procedures within the specific clinical speciality unit. Utilize human, material and physical resources and development of self and others. Display core values of the Department of Health and Wellness (WCG) on the execution of duties while practicing within the legislation, regulations and protocols applicable to the public service.
<u>ENQUIRIES APPLICATIONS</u>	: Ms F Baartman Tel No: (021) 938-4055 : 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 the post. Candidates who are not in possession of the required qualification will be appointed into the general stream, and they will be required to obtain the necessary qualification within the predetermined period of time. Candidates who are not in possession of 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.
<u>CLOSING DATE</u>	: 07 March 2025
<u>POST 07/271</u>	: <u>CLINICAL NURSE PRACTITIONER GRADE 1 (PHC, EC AND OPD)</u> Overberg District
<u>SALARY</u>	: Grade 1: R451 533 (PN-B1) per annum Grade 2: R553 545 (PN-B2) per annum
<u>CENTRE REQUIREMENTS</u>	: Hermanus Hospital : Minimum educational qualification: Basic R425 qualification (i.e., diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council as a Professional Nurse and Midwife. Post-basic qualification, with duration of at least 1-year, in Curative Skills in Clinical Nursing Science: Health Assessment, Treatment and Care accredited with the SANC (R48). Registration with a Professional Council: Registration with the South African Nursing Council as a Professional Nurse and Midwife. Experience: Grade 1: A minimum of 4 years appropriate/recognizable nursing experience after registration with the SANC as Professional Nurse in General nursing. Grade 2: A minimum of 14 years appropriate/recognizable 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/recognizable experience after obtaining the 1 year post basic qualification in the relevant specialty. Inherent requirement of the job: Willing to work shifts included weekends and public holidays. Competencies

- (knowledge/skills): Demonstrate in-depth knowledge of Nursing and public service legislation. Computer literacy (MS Word and Excel).
- DUTIES** : Rendering a comprehensive primary health care service within the emergency room within standards and a professional/legal framework. Rendering acute emergency care to all patients. Effective utilize and supervision of human and financial resources and participation in training and development and research. Effective implementation of infection control policies and occupational and health legislation. Provide effective support to nursing services and hospital management.
- ENQUIRIES** : Ms AE Klaasen Tel No: (028) 313-5221
- 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. Candidates who are not in possession of the required qualification will be appointed into the general stream, and they will be required to obtain the necessary qualification within the predetermined period of time. Candidates who are not in possession of 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 Overberg District Health Services, for a period of 3 months from date of advert."
- CLOSING DATE** : 07 March 2025
- POST 07/272** : **PROFESSIONAL NURSE GRADE 1 TO 2: SPECIALTY (WARD C SPINAL REHABILITATION)**
Chief Directorate: Metro Health Services
- SALARY** : Grade 1: R451 533 (PN-B1) per annum
Grade 2: R553 545 (PN-B2) per annum
- CENTRE** : Western Cape Rehabilitation Centre
- REQUIREMENTS** : Minimum educational qualification: Basic R425 (Degree/Diploma in nursing) or equivalent qualification that allows registration with SANC as Professional Nurse. A Post basic nursing qualification, with duration of at least 1 year, accredited with SANC in Medical and Surgical Nursing Science: Critical care. Registration with a Professional Council: Registration with the SANC as 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 with the SANC as Professional Nurse in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in Medical and Surgical Nursing Science: Critical care. Inherent requirement of the job: Willingness to work shifts and after-hours including weekends, public holidays and night duty. Competencies (knowledge/skills): Sound knowledge and understanding of nursing and health service-related acts, legislation, policies and practices. Problem-solving report writing, liaison and facilitation skills. Basic computer skills in MS package. Ability to lift and turn patients. Ability to think and function independently and to work in a multidisciplinary team.
- DUTIES** : Provide optimal, holistic specialised nursing care within set standards and professional/legal framework. Effective utilisation of human, financial and physical resources (equipment and consumables). Maintain professional growth/ethical standards and self-development, compliance to professional, legal and ethical regulations governing nursing practice. Ensure efficient and accurate documentation, statistical data collection capturing and participation in research activities. Liaise, advise and effectively communicate with the relevant internal and external stakeholders for continuity of client care.
- ENQUIRIES** : Sr Burgess Tel No: (021) 370-2412
- 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. "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)". Shortlisted 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 Director: Metro Health Services, for a period of 3 months from date of advert.

- CLOSING DATE** : 07 March 2025
- POST 07/273** : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY NURSING: MENTAL HEALTH)**
Overberg District
- SALARY** : Grade 1: R451 533 (PN-B1) per annum
Grade 2: R553 545 (PN-B2) per annum
- CENTRE REQUIREMENTS** : Caledon Clinic, Theewaterskloof Sub-district
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 with Psychiatry. Post-basic nursing qualification, with duration of at least 1 year accredited with the SANC in Advanced Psychiatric Nursing Science. Registration with a Professional Council: Registration with the SANC as a Professional Nurse and Psychiatry. Experience: **Grade 1:** A minimum of 4 years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. **Grade 2:** A minimum of 14 years appropriate/recognisable experience in nursing after registration with the SANC as a Professional Nurse in General Nursing and at least 10 years of the period referred to above must be appropriate/recognisable experience in Psychiatry after obtaining the 1-year post-basic qualification in the specialty. Inherent requirements of the job: Valid (Code B/EB/C1) driver's licence. Willingness to rotate and consult patients at different facilities within the Sub-district. Competencies (knowledge/skills): - Good Interpersonal and communication skills. Computer literacy (Microsoft Word). Knowledge and insight of relevant legislation and policy related to Mental Illness within the public sector. Ability to consult with clients who require mental health counselling.
- DUTIES** : Actively participate in the clinical management and nursing care to patients with Mental Health problems within the Sub-district. Provide support and capacity development to PHC personnel for Sub-district level services and students and peers. Promote community development and participation in Mental Health care delivery. Liaise with other role players. Conduct research related to Mental Health and service delivery.
- ENQUIRIES APPLICATIONS** : Ms H Human Tel No: (021) 028 214-1070
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 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: Advanced Psychiatric Nursing Science. The pool of applicants will be considered for similar vacant posts within Overberg District for a period of 3 months from date of advert.
- CLOSING DATE** : 07 March 2025

POST 07/274 : **SENIOR ADMINISTRATIVE OFFICER: LABOUR RELATIONS AND HUMAN RESOURCE DEVELOPMENT**
Chief Directorate: Metro Health Services

SALARY : R376 413 per annum
CENTRE : Brackengate TFC
REQUIREMENTS : Minimum educational qualification: Appropriate 3-year National Diploma or Degree. Experience: Appropriate experience in facilitating grievance and disciplinary procedures. Appropriate experience in Labour Relations. Appropriate experience in Human Resource Development & Training. Inherent requirement of the job: Valid Driver's licence and willingness to travel between facilities. Competencies (knowledge/skills): Computer skills in MS Office. Ability to interpret labour legislation, policies and procedures. Ability to work under pressure and meet deadlines. Excellent report writing, presentation, negotiation, conflict management and research skills. Knowledge of Labour Relations and training standards and prescripts. Willingness to work overtime when required. Knowledge of and application of applicable human resource policies and circulars.

DUTIES : Case management with regards to disciplinary and grievance matters. Consult and advise Line Managers on Labour Relations procedures and interventions. Facilitating the training & development of staff in respect of Labour Relations. Provide advice and support with regards to labour relations matters. Conduct investigations (misconduct, queries, and disputes). Render advice on misconduct and grievance matters. Facilitate the effective functioning of the IMLC at institution level. Draft submissions for mandates and represent the employer in disciplinary hearings. Provide appropriate Labour Relations training to all employees. Compilation of Labour Relations statistics and implementation of appropriate interventions. Assist with the development, implementation and evaluation of the WSP in the absence of Senior Administrative Officer: Human Resource Development. Assist with the drafting of the Annual Training Report (ATR) against the approved WSP.

ENQUIRIES : Mr J Minnies Tel No: (021) 370 2348
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 similar posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert.

CLOSING DATE : 07 March 2025

POST 07/275 : **SENIOR ADMINISTRATIVE OFFICER (PATIENT ADMINISTRATION)**

SALARY : R376 413 per annum
CENTRE : Tygerberg Hospital, Parow Valley
REQUIREMENTS : Minimum educational qualification: Appropriate three-year National Diploma or degree. Experience: Appropriate experience in Patient Administration or Hospital Fees. Competencies (knowledge/skills): Knowledge of a Health information system. Knowledge of the uniform patient fee structure. Abreast with Patient Administration policies and procedures. Good verbal and written communication skills. Good interpersonal skills and the ability to act independently or as a team, objectively and with confidence. Computer literate - Microsoft Office: Word, Excell. Ability to work under pressure, handle a high work volume and meet strict deadlines.

DUTIES : Manage the correct application of Patient Administration policies and procedures pertaining to the registration, admission/attendance and discharge procedures of all patient categories. Ensure UPFS accounts are accurate and timeously submitted to Hospital Fees. Monitor and evaluate patient stats and implement corrective actions where necessary. Compile quarterly and annual reports of the sub-section. Effective interaction with multi-disciplinary team. Ability to work under pressure, independently and meet strict deadlines. Responsible for the supervision of Patient Administration staff as per HR policies. Plan and monitor internal and external training program of staff. Comply with the Code of Conduct regarding the Discipline and Grievance procedures.

ENQUIRIES : Ms J Jooste Tel No: (021) 938-4140
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. Shortlisted candidates may be subjected to a practical assessment.
- CLOSING DATE** : 07 March 2025
- POST 07/276** : **PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL NURSING: CBS TRAINING)**
Chief Directorate: Metro Health Services
- SALARY** : Grade 1: R307 473 per annum
Grade 2: R375 480 per annum
Grade 3: R451 533 per annum
- CENTRE REQUIREMENTS** : Northern Tygerberg Sub-structure Office
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 SANC as Professional Nurse and Midwifery or Psychiatric. Registration with a Professional Council: Registration with the SANC as a Professional Nurse and Midwifery or Psychiatric. Experience: **Grade 1:** None. **Grade 2:** A Minimum of 10 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. **Grade 3:** A Minimum of 20 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Inherent requirements of the job: Valid (Code B/EB driver's licence. Willingness to travel. Competencies (knowledge/skills): Appropriate training/facilitation experience, proficiency in report writing. Knowledge and understanding of nursing Code of Ethics and Professional Practice of the SANC of nursing Standard of Practice and scope of practice. Knowledge and understanding of Community Based Services and the NGO Sector. Computer literate in MS Office (Excel, Word and PowerPoint), Access, Database management. and MS Outlook.
- DUTIES** : Facilitate and teach the formal training programme developed for the Community Health Workers. Facilitate the in-service training/updating of skills and competencies (including mentoring and coaching) as well as the orientation of the Community Care Workers. Conducting monitoring and evaluation of all training activities offered to Community Care Workers. Coordinate other nursing training according to need identified within the sub-structure.
- ENQUIRIES APPLICATIONS** : Ms. DJ Fourie Tel No: (021) 815-8883
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. 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 a change in registration status)". The pool of applicants will be considered for other vacant Professional Nurse; General CBS Training 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** : 07 March 2025
- POST 07/277** : **PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL NURSING: PHC)**
Overberg District
- SALARY** : Grade 1: R307 473 per annum
Grade 2: R375 480 per annum
Grade 3: R451 533 per annum
- CENTRE REQUIREMENTS** : Hermanus CDC (Based at Gansbaai Clinic), Overstrand Sub-district
Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwife. Registration with a Professional Council: Registration with the SANC as a Professional Nurse and Midwife. Experience: **Grade 1:** None after registration as

Professional Nurse with the SANC in General Nursing. **Grade 2:** A minimum of 10 years appropriate/recognizable experience in nursing after registration at SANC as a Professional Nurse in General Nursing. **Grade 3:** A minimum of 20 years appropriate/recognizable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. Inherent requirements of the job: Willing to work in all Primary Health Care facilities e.g. Community Day Centres, Clinics, Satellite clinics and on Mobile Clinics. Valid driver's license. Willing to work overtime when needed. Competencies (knowledge/skills): Basic computer literacy (MS Office). Ability to function independently, as well as in a multi-disciplinary team to ensure good patient care. NIMART training or experience. Effective communication skills.

DUTIES : Provide direction and supervision for the implementation of quality comprehensive nursing care within the Primary Health Care context. Maintain ethical practise within legal and regulatory frameworks. Maintain a constructive working relationship with all relevant stakeholders of the Primary Health Care Team. Utilize human, material and physical resources efficiently and effectively. Participate in training programmes and research activities. Maintain workplace disciplinary of sub-ordinates.

ENQUIRIES : Ms MA Samuels Tel No: (028) 313-5216
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 Overberg District for a period of 3 months from date of advert.

CLOSING DATE : 07 March 2025

POST 07/278 : **ARTISAN PRODUCTION GRADE A TO C (MECHANICAL) (X2 POSTS)**
 Directorate: Engineering and Technical Support Services

SALARY : Grade A: R230 898 per annum
 Grade B: R270 915 per annum
 Grade C: R314 751 per annum

CENTRE : Head Office, Cape Town, (Metro West, Zwaanswyk Mobile Wokshop)
REQUIREMENTS : Minimum educational qualification: Appropriate Trade Test Certificate. Experience: **Grade A:** No experience required. **Grade B:** At least 18 years appropriate/recognisable experience in the area after obtaining the relevant Trade Test Certificate. **Grade C:** At least 34 years appropriate/recognisable experience in the area after obtaining the relevant Trade Test Certificate. Inherent requirement of the job: A valid driver's licence (Code B/EB) and willing to travel throughout the Western Cape. Competencies (knowledge/skills): Be conversant with the requirements of the Machinery and Occupational Health and Safety Act.

DUTIES : Perform standby duties. Perform necessary administrative functions. Control over tools and materials. Train and supervision of subordinates. Assist with the execution of the installation and repairs of mechanical components at hospitals and health institutions. Maintenance of mechanical components (including autoclaves) at health institutions within the Western Cape Province. Assist Artisan Foremen/Chief Artisan with their duties.

ENQUIRIES : Mr K Matthews Tel No: (021) 715 5921
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.
CLOSING DATE : 07 March 2025

POST 07/279 : **ARTISAN PRODUCTION GRADE A TO C (CARPENTRY)**
 Directorate: Engineering and Technical Support Services

SALARY : Grade A: R230 898 per annum
 Grade B: R270 915 per annum

- Grade C: R314 751 per annum
- CENTRE REQUIREMENTS** : Head Office, Cape Town, (Metro West, Zwaanswyk Mobile Wokshop)
: Minimum educational qualification: Appropriate Trade Test Certificate. Experience: **Grade A:** No experience required. **Grade B:** At least 18 years appropriate/recognisable experience in the area after obtaining the relevant Trade Test Certificate. **Grade C:** At least 34 years appropriate/recognisable experience in the area after obtaining the relevant Trade Test Certificate. Inherent requirement of the job: A valid driver's licence (Code B/EB) and willing to travel throughout the Western Cape. Competencies (knowledge/skills): Be conversant with the requirements of the Machinery and Occupational Health and Safety Act.
- DUTIES** : Perform standby duties. Perform necessary administrative functions. Control over tools and materials. Train and supervision of subordinates. Assist with the execution of building projects/repairs at hospitals and health institutions. Maintain and repairs of buildings and equipment at health institutions within the Western Cape Province Assist Artisan Foremen/Chief Artisan with their duties.
- ENQUIRIES APPLICATIONS** : Mr K Matthews Tel No: (021) 715 5921
: Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
- CLOSING DATE** : 07 March 2025
- POST 07/280** : **ADMINISTRATION CLERK: REGISTRY (MEDICAL RECORDS)**
- SALARY CENTRE REQUIREMENTS** : R216 417 per annum
: Tygerberg Hospital, Parow Valley
: Minimum educational qualification: Senior Certificate (or equivalent) qualification. Experience: Experience of Medical Records or Registry services. Inherent requirements of the job: Willingness to work shifts. Must be willing to rotate and/or relief personnel. Competencies (knowledge/skills): Computer literacy. Good written and verbal communication skills.
- DUTIES** : Batching of all incoming episode folders. Issue and receive folders master file daily. Responsible for archiving all inactive folders. Ensure that folders are prepared correctly. Ensure that folders are scanned as per prescripts. Ensure that folders are being index correctly. Daily re-filing of episodes into yellow folders. File tracking on Hospital Information System and Trace misfiles. Ensure duplicate folders are being merged correctly. Handle of Microfilm as per request. Handle telephone enquiries.
- ENQUIRIES APPLICATIONS** : Ms M Xontana Tel No: (021) 938-4512
: 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. Shortlisted candidates may be subjected to a practical assessment.
- CLOSING DATE** : 07 March 2025
- POST 07/281** : **ADMINISTRATION CLERK: HUMAN RESOURCE MANAGEMENT**
- SALARY CENTRE REQUIREMENTS** : R216 417 per annum
: Tygerberg Hospital, Parow Valley
: Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in Human Resource Management. Appropriate experience regarding the PERSAL salary system. Competencies (knowledge/skills): Good communication skills. Computer literacy (MS Word, Excel, PowerPoint). Basic understanding of Human Resource Management. Knowledge and experience of PERSAL and their relevant functions.
- DUTIES** : Perform all administrative duties pertaining to personnel administration, e.g. appointments, resignations, transfers, pension administration, salary administration, leave, distribution of payslips, debt management and verify documents and qualifications. Responsible for capturing transactions on PERSAL. Audit personnel and leave records. Handle all personnel enquiries and correspondence (written and verbal). File personnel data, policies, regulations and circulars. Assist with all other administrative functions in the Personnel component.
- ENQUIRIES APPLICATIONS** : Ms. P Jansen Tel No: (021) 938-4684
: 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. Shortlisted candidates may be subjected to a practical assessment

CLOSING DATE : 07 March 2025

POST 07/282 : **STERILIZATION OPERATOR: SUPERVISOR (CSSD)**

SALARY : R216 417 per annum
CENTRE : Tygerberg Hospital, Parow Valley
REQUIREMENTS : Minimum educational qualification: General Education and Training Certificate (GETC) /Grade 9 (Std 7). Experience: Appropriate experience in a central sterile service department. Inherent requirement of the job: Willingness to work shifts and the ability to report defects (test data), to do elementary stock control and also do heavy duty functions e.g. the transport of heavy trollies with packs. Competencies (knowledge/skills): Leadership skills. Ability to work in a team context. Ability to write reports. Literacy and numeracy skills.

DUTIES : Supervise service in terms of control, cleaning, sterilizing, packing and collecting of instruments and distribution of sterile instruments. Ensure continuous monitoring and evaluation of staff reporting to you. Supervise and implement the cleaning control and testing of washing machines, autoclaves and other equipment in the department.

ENQUIRIES : Ms F Baartman Tel No: (021) 938-4055
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. -Shortlisted candidates may be subjected to a practical assessment.

CLOSING DATE : 07 March 2025

POST 07/283 : **ADMINISTRATION CLERK: ADMISSIONS**
Overberg District

SALARY : R216 417 per annum
CENTRE : Hermanus Hospital, Overstrand Sub-district
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 focus on the key performance areas of the post. Experience: Appropriate experience in patient administration/ admissions at a hospital. Inherent requirements of the job: A valid (Code B/EB/C1) driver's licence. Must be prepared to work 12-hour shifts (i.e. night duty, weekends, public holidays) and work overtime on short notice. Ability to work in a physically demanding environment. Competencies (knowledge/skills): Sound communication skills, with internal and external clients (verbal and written). Numerical skills and the ability to maintain confidentiality. Knowledge of electronic patient administration system Clinicom. Computer literacy in Microsoft (Word, Excel and Outlook). Ability to accept accountability and responsibility and to work independently.

DUTIES : Assessment of patients according to the means test when admitting patients, update patient information and ensure availability of patient folders. Responsible for sound cash management for revenue control which includes the receipt of money, issue of accounts, receipt and safekeeping of money. Open and maintain patient folders and loan of patient folders to relevant departments on the Clinicom system. Responsible for handling of patient enquiries. Filing of patient folders and documents daily. Record keeping, trace old folders, compile new folders and destruction of folders. Reporting of IOD and MVA cases.

ENQUIRIES : Ms CE Langley Tel No: (028) 312-1166
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 may be subjected to a practical test.

CLOSING DATE : 07 March 2025

POST 07/284 : **STAFF NURSE GRADE 1 TO 3 (CHRONIC WARD)**
Garden Route District

SALARY : Grade 1: R209 112 per annum
Grade 2: R248 613 per annum
Grade 3: R290 805 per annum
CENTRE : Harry Comay Hospital

<u>REQUIREMENTS</u>	:	Minimum educational qualification: Qualification that allows registration with the SANC as a 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/recognisable experience in nursing after registration as Staff Nurse with the SANC. Grade 3: A minimum of 20 years appropriate/recognisable experience in nursing after registration as Staff Nurse with the SANC. Inherent requirement of the job: Willingness to work overtime when necessary and to work at other clinics in the Sub-district. Competencies (knowledge/skills): Good Communication skills. Self-discipline and motivation.
<u>DUTIES</u>	:	Development and implementation of basic patient care plans. Provide basic clinical nursing care. Effective utilization of resources. Maintain professional growth/ethical standards and self-development. Participate in infection prevention and control.
<u>ENQUIRIES</u>	:	Ms G Lloyd Tel No: (044) 814-1123
<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. Shortlisted candidates may be requested to undertake 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 Garden Route District for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	07 March 2025
<u>POST 07/285</u>	:	<u>SOCIAL WORKER GRADE 1 TO 4</u> (Chief Directorate: Metro Health Services)
<u>SALARY</u>	:	Grade 1: R308 247 per annum Grade 2: R376 416 per annum Grade 3: R452 667 per annum Grade 4: R554 919 per annum
<u>CENTRE</u>	:	Valkenberg Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate qualification as a Social Worker that allows for registration with the South African Council for Social Service Professionals (SACSSP). Registration with a Professional Council: Registration with the SACSSP as a social worker. Experience: Grade 1: None after registration. Grade 2: A minimum of 10 years appropriate experience in social work after registration as a Social Worker with the SACSSP. Grade 3: A minimum of 20 years appropriate experience in social work after registration as a Social Worker with the SACSSP. Grade 4: A minimum of 30 years appropriate experience in social work after registration as a Social worker with the SACSSP. Inherent requirement of the job: A valid driver's license. Competencies (knowledge/skills): Ability to render a clinical social work practise as a member of a multi-disciplinary team in a Specialist Acute Mental Health Care setting. Sound knowledge and skills in psycho-social assessment, family and individual counselling skills. Knowledge of relevant statutory processes. Computer literacy. Experience in working with vulnerable clients.
<u>DUTIES</u>	:	Provide clinical social work services with regards to the care, support, protection and development of vulnerable individuals, groups, families and communities. Utilise specialist knowledge and skills to conduct psychosocial assessments, counsel individuals and families, network effectively internally with the multi-disciplinary team as well as with relevant external role players, conduct appropriate referrals to relevant role players / stake holders, actively contribute to development of care and safety plans. Deliver accountable services through the application of the Social Work Administrative process. Ensure continued professional development by keeping updated with developments in the field.
<u>ENQUIRIES</u>	:	Ms Siviwe Mdunyelwa Tel No: (021) 826 5838
<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. "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". No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical assessment. The pool of applicants will be considered for other similar posts within the Chief Directorate: Metro Health Services for a period of 3 months from date of advert.
- CLOSING DATE** : 07 March 2025
- POST 07/286** : **PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL NURSING) (X2 POSTS)**
Cape Winelands Health District
- SALARY** : Grade 1: R307 473 per annum
Grade 2: R375 480 per annum
Grade 3: R451 533 per annum
- CENTRE** : Kylemore CC (X1 Post)
Cloetesville CDC (X1 Post)
- 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 Professional Nurse and Midwife. Registration with a Professional Council: Registration with the SANC as Professional Nurse and Midwife. Experience: **Grade 1:** None **Grade 2:** A minimum of 10 years appropriate/recognisable nursing experience after registration with the SANC as Professional Nurse in General Nursing. **Grade 3:** A minimum of 20 years appropriate/recognizable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. Inherent requirements of the job: Prepared to work at different facilities within the Sub District inclusive a Mobile, hospital and when needed within the community (COPC concept). Valid (code B/EB) driver's license. Competencies (knowledge/skills): Knowledge and insight of relevant legislation and policy related to nursing within the public sector and basic computer literacy (MS Word, Excel and Outlook) to be able to communicate, capture patient information, check results, capture data and do track referrals on the different electronic systems. Ability to promote quality patient care through the implementation of protocols, guidelines, and standards.
- DUTIES** : Provision of Primary Health Care in accordance with the guidelines and protocols of the Western Cape. 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 and improving quality of health services. Maintain professional growth/ethical standards and self-development.
- ENQUIRIES** : Ms. MM Muller Tel No: (021) 808-6108
- 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 may 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 the Stellenbosch Sub District for a period of 3 months from date of advert.
- CLOSING DATE** : 07 March 2025

<u>POST 07/287</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL NURSE)</u> Cape Winelands Health District
<u>SALARY</u>	:	Grade 1: R307 473 per annum Grade 2: R375 480 per annum Grade 3: R451 533 per annum
<u>CENTRE REQUIREMENTS</u>	:	Wolseley Mobile, Witzenberg Sub-district 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. Registration with a Professional Council: Registration with the SANC as Professional Nurse and Midwife. Experience: Grade 1: None Grade 2: A minimum of 10 years appropriate/recognisable nursing experience after registration with the SANC as Professional Nurse in General Nursing. Grade 3: A minimum of 20 years appropriate/recognizable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. Inherent requirements of the job: Valid (Code B/EB) driver's license and willingness to travel. Prepared to work at different facilities within the Sub District inclusive a Mobile, hospital and when needed within the community (COPC concept). Competencies (knowledge/skills): Computer literacy (MS Word, Excel). Good interpersonal and communication skills (verbal and written). Ability to work independently and in a multi-disciplinary team. Knowledge of Community Oriented Primary care.
<u>DUTIES</u>	:	Provision of Primary Health Care in accordance with the guidelines and protocols of the Western Cape. 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 and improving quality of health services. Maintain professional growth/ethical standards and self-development.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr L Wawini Tel No: (023) 316-9600 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. Shortlisted candidates may 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 the Witzenberg Sub District for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	07 March 2025
<u>POST 07/288</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL NURSING) (X2 POSTS)</u> Central Karoo District
<u>SALARY</u>	:	Grade 1: R307 473 per annum Grade 2: R375 480 per annum Grade 3: R451 533 per annum
<u>CENTRE REQUIREMENTS</u>	:	Laingsburg Hospital 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 Professional Nurse and Midwife. Registration with a Professional Council: Registration with the SANC as a Professional Nurse and Midwife. Experience: Grade 1: None after registration as Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 10 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Grade 3: A minimum of 20 years appropriate/recognisable experience in nursing after

registration as Professional Nurse with the SANC in General Nursing. Inherent requirements of the job: Willingness to work shifts, night duty, overtime, public holidays and weekends. Willingness to rotate in Hospital and to assist at PHC services when needed. Competencies (knowledge/skills): Basic Computer literacy (MS Office). Ability to function independently, as well as in a multi-disciplinary team to ensure good patient care. Excellent communication skills (both written and verbal).

DUTIES : Provide direction and supervision for the implementation of the nursing plan (clinical practice or 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 constructive working relationship with nursing and other stakeholders. Utilize human, material, and physical resources efficiently and effectively.

ENQUIRIES : Mr G Samuels Tel No: (023) 814 2015

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 Central Karoo District for a period of 3 months from date of advert. Candidates will be subjected to a practical/written assessment.

CLOSING DATE : 07 March 2025

POST 07/289 : **ADMINISTRATIVE OFFICER: SUPPORT SERVICES**
Cape Winelands District'

SALARY : R308 154 per annum

CENTRE : Drakenstein Sub-district

REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in working in Key Performance Areas. Inherent requirement of the job: Valid (Code B/EB) driver's license. Competencies (knowledge/skills): Excellent interpersonal, communication and organisation skills. Ability to efficiently operate computer programmes such as Microsoft Word, Excel, PowerPoint and E-mail. Knowledge of Contract Management.

DUTIES : Control and Manage of Support Services which include Infrastructure, Workshops. Effective Contract management of services delivered by suppliers. Effective management and control of Auxiliary Services. Efficient and effective management of Transport Services. Supervision of respective areas.

ENQUIRIES : Mr. S Adams Tel No: (021) 877-6400

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 may be required to do a practical test as part of the interview process. The pool of applicants will be considered for similar vacant posts within Drakenstein Sub District for a period of 3 months from date of advert.

CLOSING DATE : 07 March 2025

POST 07/290 : **ADMINISTRATIVE OFFICER: SUPPLY CHAIN MANAGEMENT**
(Chief Directorate: Metro Health Services)

SALARY : R308 154 per annum

CENTRE : Lentegeur Hospital

REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accountancy 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 experience in Supply Chain Management environment, Inventory Management, Procurement processes, Warehouse Management, Asset Management.

Appropriate experience and skills in LOGIS, IPS/SEB. Inherent requirement of the job: Valid (Code B/EB) code drivers' license. Competencies (knowledge/skills): In depth knowledge of SCOA codes and reports on LOGIS. Appropriate knowledge of System controller functions and duties be able to do reconciliations. Good interpersonal and organisational skills. Good strong people management skills, ability to work in a team context and motivate team members. Computer literacy Microsoft Package with knowledge and experience in (LOGIS, BAS and IPS/EP- certificate to be attached). Knowledge of PFMA, Finance instructions, Provincial and National Treasury regulations, Preferential Procurement Policy Framework Act 5 of 2000 (PPPFA) as well as Accounting Officer System.

DUTIES : Effective management and monitoring of Inventory control and Warehouse Management, Asset Management process and prepare documents for the Quotation Committee meetings. Perform LOGIS system Controller functions. Supervise staff attached to the Supply Chain Management component. Ensure that all transactions comply with legislative requirements (Audit compliance). Assist with the reporting of Annual and Interim Financial Statements, drawing of monthly reports as well as monthly Inventory, Assets and Lease reporting. Authorise Procurement Advices & Orders where applicable. Handle all Audit queries related to SCM and execute control compliance related to SCM. Ensure sound Labour practices are executed and implemented.

ENQUIRIES : Mr M Mdodeni Tel No: (021) 370 1125

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. No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to an oral or written practical assessment. The pool of applicants will be considered for similar posts within the Chief Directorate: Metro Health Services for a period of 3 months from date of advert.

CLOSING DATE : 07 March 2025

POST 07/291 : **ADMINISTRATION CLERK: ADMISSIONS (X2 POSTS)**
Chief Directorate: Metro Health Services

SALARY : R216 417 per annum
CENTRE : Brackengate TFC
REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate patient administration experience in an admissions environment. Inherent requirement of the job: Willingness to perform relief functions when required. Competencies (knowledge/skills): A strong sense of confidentiality and trustworthiness. Good interpersonal skills. Good computer literacy in Outlook, Word and Excel. Willingness to interact/work with people with physical and mental disabilities.

DUTIES : Render an Administrative support service to patients, public, supervisor and staff. Assess patients in accordance with Hospital Memorandum 18, UPFS manual and related Finance instructions. Record and capture all patient information and activities (admission and discharge of patient) accurately and promptly on Clinicom and report all MVA's / WCA cases to AFCT hotline. Responsible for effective revenue collection, which includes receipt of money, issue of receipt, banking of deposit, capture deposit close off and journals in BAS, issue of accounts and safekeeping of patient's valuables. Responsible for folder management, which includes completion and processing of folders.

ENQUIRIES : Ms S Abrahams, Tel No: (021) 834 5826

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 similar posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert.

CLOSING DATE : 07 March 2025

POST 07/292 : **PERSONNEL OFFICER**
Directorate: People Management Planning and Practices

SALARY : R216 417 per annum
CENTRE : Head Office, Cape Town

- REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate Salary administration (HR) experience. Competencies (knowledge/skills): Experience of PERSAL system and MS Outlook. Computer Literacy (MS Office Package). Sound knowledge regarding related matters to the post.
- DUTIES** : Administration of Personnel Management practices for Head Office pertaining to appointments (Permanent and Contract), transfers, salary deductions and allowances related to Personnel and Salary Administration. Administer PERSAL functions related to Personnel and Salary Administration. Administer quarterly probation reports and general personnel administration practices. Handle telephone and written enquiries.
- ENQUIRIES** : Mr. T Adams Tel No: (021) 483 3014
- 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** : 07 March 2025
- POST 07/293** : **ADMINISTRATION CLERK: HUMAN RESOURCE MANAGEMENT (PEOPLE MANAGEMENT)**
Cape Winelands District
- SALARY** : R216 417 per annum
- CENTRE** : Drakenstein Sub-district
- REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in People Management and PERSAL. Inherent requirement of the job: Valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Good computer (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** : Responsible for recruitment and selection, appointments, sessional appointments, pensions service terminations, promotions, translations in rank and transfers of personnel on the PERSAL System. Handle all aspects pertaining to People Management i.e. salary matters, commuted overtime, housing allowances and pension matters. Handle all personnel queries and correspondence, resignations, retirements, deaths and medical boarding. Responsible for leave and PILLIR handling, auditing of personnel and leave folders. Application of general administration, office correspondence, enquiries and supervisor support and implementation and application of People management policies.
- ENQUIRIES** : Ms J Cecils Tel No: (021) 877-6444
- 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** : 07 March 2025
- POST 07/294** : **ADMINISTRATION CLERK: SUPPLY CHAIN MANAGEMENT**
Western Cape Health Warehouse
- SALARY** : R216 417 per annum
- CENTRE** : Head Office, Cape Town
- REQUIREMENTS** : Minimal Educational Qualification: Senior Certificate (or equivalent). Experience: Appropriate experience. Inherent Requirement: Valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Ability to collate, verify data, work accurately and methodically. Good interpersonal and organisational skills. Computer skills (MS Word, Excel and Outlook). Knowledge and practical experience in LOGIS and Basic Accounting System (BAS). Knowledge of administrative and/or support duties in a store/warehouse. Knowledge in administration and rendering support services in a store or warehouse. Appropriate experience in handling stock in a store/warehouse environment.
- DUTIES** : Capturing of Log 1 requisitions and Issue vouchers according to Standard Chats of Accounts (SCOA). Render an effective and efficient administrative support service in the Western Cape Health Warehouse. Render effective and efficient Warehouse related support functions. Keeping abreast and record relevant and Departmental prescripts/policies and procedures. Any other ad-hoc administrative tasks as required.

ENQUIRIES : Mr D Botha Tel No: (021) 833 7623 or email: Daniel.Botha@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 : 07 March 2025

POST 07/295 : **ADMINISTRATION CLERK: FINANCE/ADMIN**
Chief Directorate: Emergency and Clinical Services Support

SALARY : R216 417 per annum

CENTRE : Emergency Medical Services, U2 Building, Tygerberg Revenue

REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accounting as a passed subject. Experience: Appropriate experience in a Revenue management environment. Appropriate experience in dealing with medical aids. Appropriate experience in HIS System (Clinicom and Accounts Receivable). Appropriate experience in BAS. Appropriate experience in ICD10 coding. Inherent requirement of the job: Valid Driver's License. Computer literate (MS Office package, e-mail and internet). Competencies (knowledge/skills): Ability to prioritise and good problem-solving skills. Ability to work independently and function well in a team. Excellent communication and interpersonal skills. Ability to maintain accurate record keeping and reporting to the supervisor. Good interpersonal skills. Computer literacy (MS Office: Word, Excel and PowerPoint).

DUTIES : Provide support to patients and attend to queries. Provide support to medical aids and do follow ups. Receive and verify electronic and Manual PCR's (Patient Care Reports). Effective administration and generation of revenue.

ENQUIRIES : Ms L Sadie Tel No: (021) 834 4613

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 : 07 March 2025

POST 07/296 : **SOCIAL AUXILIARY WORKER GRADE 1 TO 3**
Cape Winelands Health District

SALARY : Grade 1: R182 913 per annum
Grade 2: R215 442 per annum
Grade 3: R255 933 per annum

CENTRE : Worcester CDC, Breede Valley Sub District

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the South African Council for Social Services Professions (SACSSP) as Social Auxiliary Worker. Registration with a Professional Council: Registration with the SACSSP as a Social Auxiliary Worker. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years appropriate experience as Social Auxiliary Worker after registration with the SACSSP or No experience as Social Auxiliary Worker after registration with the SACSSP and successful completion of 2nd academic year of an appropriate tertiary qualification that allows for registration as a Social Worker with the SACSSP. **Grade 3:** A minimum of 20 years appropriate experience as Social Auxiliary Worker after registration with the SACSSP or 10 years' experience after registration as Social Auxiliary Worker with SACSSP and successful completion of 2nd academic year of an appropriate tertiary qualification that allows for registration as Social Worker with the SACSSP or No experience after registration as Social Auxiliary Worker with the SACSSP and successful completion of 3rd academic year of an appropriate tertiary qualification that allows for registration as a Social Worker with the SACSSP. Inherent requirements of the job: Inherent requirement of the job: Willingness to relieve at Primary Health Care Clinics within the Sub-district. Valid (Code B/EB) driver's license. Willingness to rotate. Willingness to partake in the Commuted Overtime system. Competencies (knowledge/skills): Skills and knowledge of working within a hospital/medical setting and skills in psycho-social assessments. Skills and experience in substance use, parenting and grief management. Sound knowledge of relevant community resources and computer literacy. Sound interpersonal and communication skills.

DUTIES : Undertake psychosocial assessments, give advice and refer to appropriate resources. Maintain all administrative functions on work undertaken.

Undertake telephonic enquiries and patient follow ups. Provide appropriate feedback to multi-disciplinary team. Participate in training and upskilling of patients and staff. Facilitate and participate in educational and awareness programmes.

ENQUIRIES APPLICATIONS : Ms A Theron Tel No: (023) 348-1316
: 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 may be required to do 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 the Breede Valley Sub District for a period of 3 months from date of advert.

CLOSING DATE : 07 March 2025

POST 07/297 : **HOUSEKEEPING SUPERVISOR**
Cape Winelands Health District

SALARY CENTRE REQUIREMENTS : R183 279 per annum
: Cape Winelands TB Centre
: Minimum educational qualification: General Education and Training Certificate (GETC) / Grade 9 (Std 7). Experience: Appropriate cleaning and household experience in a hospital environment and in the use of cleaning equipment and stock. Inherent requirements of the job: Willingness to work in a high occupational health risk environment with blood, infectious diseases, human and medical waste, contaminated linen and sharps. The ability to do physical tasks and operate heavy duty cleaning and household equipment. Ability to work shifts during day and night, weekends and public holiday and overtime when required by supervisor. Competencies (knowledge/skills): Knowledge of Infection Control and Provincial Food Service Policy and disciplinary code of conduct. Good interpersonal relations with supervisor, colleagues. Knowledge of safety and hygiene standards and inventory/stock control.

DUTIES : Co-ordinate operational household functions. Correct utilization of resources. Support human resource functions. Effective co-ordination and controlling of all linen in hospital.

ENQUIRIES APPLICATIONS : Ms. L Mampa Tel No: (023) 348-1374
: 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. A practical test will form part of the interview process. The pool of applicants will be considered for similar vacant post within Cape Winelands TB Centre for a period of 3 months from date of the advert.

CLOSING DATE : 07 March 2025

POST 07/298 : **HOUSEHOLD AID**
Cape Winelands Health District

SALARY CENTRE REQUIREMENTS : R131 265 per annum
: Cape Winelands TB Centre
: Minimum educational qualification: Basic numeracy and literacy. Experience: Appropriate household experience in a Hospital/Clinic or similar environment. Appropriate experience in Food Service. Inherent requirement of the job: Ability and willingness to work shifts including weekends, public holidays and night duty. Incumbent must be physically fit to lift heavy objects and be on their feet the entire day. Competencies (knowledge/skills): Knowledge of hygiene, Occupational Health, HACCP and safety principles.

DUTIES : General household tasks which include serving of patient's meals and beverages, cleaning of the ward kitchens, responsible for the crockery and cutlery of the ward kitchen. Willingness to help in other work areas. Assist in the receipt and storage of all provisions and stock. Weigh, dish and distribute food to various wards. Clean all areas, utensils and equipment in the Food

Service Department. Adhere to Health and Safety prescripts, elementary control measures and standard operational procedures. Financial management and human resource support to supervisor.

ENQUIRIES : Ms DL Jacobs Tel No: (023) 348-1314
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 may be subjected to a practical test. The pool of applicants will be considered for similar vacant post within Cape Winelands TB Centre for a period of 3 months from date of the advert.

CLOSING DATE : 07 March 2025

POST 07/299 : **LINEN SUPERVISOR**
Garden Route District

SALARY : R183 279 per annum
CENTRE : Mossel Bay Hospital
REQUIREMENTS : Minimum educational qualification: General Education and Training Certificate (GETC)/ grade 9 (Std 7). Experience: Appropriate experience in a Linen Bank. Inherent requirements of the job: Valid driver's license (Code B/EB) and willingness to drive. Ability to handle heavy objects. Willingness to work overtime, on weekends and on Public Holidays. Computer literacy (MS Word and Excel). Competencies (knowledge/skills): Ability to work under pressure and perform physically demanding tasks. Ability to achieve and maintaining good interpersonal relations with staff and the service provider. Good numerical skills. Knowledge of and the ability to interpret the Western Cape Government Linen Management Policy.

DUTIES : Ensure effective and efficient processing of linen within the Hospital. Effective quality control of the outsourced laundering and supervision of the internal linen services. Effective and efficient management of all linen records, data, and information and ensure communication regarding operational aspects. Perform pre-condemning of linen and report irregularities to your supervisor. Responsible for all HR related functions and general administrations tasks in the linen bank.

ENQUIRIES : Ms R Coetzee Tel No: (044) 604 - 6110
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 subjected to a practical/written assessment

CLOSING DATE : 07 March 2025

POST 07/300 : **ARTISAN ASSISTANT (MECHANICAL)**
Directorate: Engineering and Technical Support Services

SALARY : R183 279 per annum
CENTRE : Head Office, Cape Town, (Metro West Hub, Zwaanswyk, Retreat)
REQUIREMENTS : Minimum requirement: NQF 3 (Grade 10 or equivalent). Experience: Appropriate experience of maintenance and repairs of mechanical components. Inherent requirements of the job: Ability to operate and use required tools and equipment skilfully and safely. Ability to perform heavy physical labour. A valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Be conversant with the requirements of the Machinery and Occupational Health and Safety Act.

DUTIES : Perform standby duties. Carry out minor maintenance and repairs of mechanical fixtures and components. Assist with repairs and emergency breakdowns (including after-hours repairs). Assist with the control and requisitioning of material and parts. Clean areas where work has been carried out. Ensure that all tools and materials are available before commencing any tasks. Assist the artisan Cadre in the execution of their respective duties.

ENQUIRIES : Mr K Matthews Tel No: (021) 715 5921
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 : 07 March 2025

- POST 07/301** : **TRADESMAN AID (BUILDING: BRICKLAYING)**
Directorate: Engineering and Technical Support Services
- SALARY** : R155 148 per annum
CENTRE : Head Office, Cape Town (Metro West Hub, Zwaanswyk, Retreat)
REQUIREMENTS : Minimum requirement: NQF 3 (Grade 10 or equivalent). Experience: Appropriate experience within the respective field. Inherent requirements of the job: Willingness to travel throughout the Western Cape Province. Physically fit to do manual labour. Competencies (knowledge/skills): Ability to handle tools. Good interpersonal skills.
- DUTIES** : Carry out minor maintenance tasks. Assist with repairs and emergency breakdowns (including after hour's repairs). Assist with the installation of plant, equipment and alterations. Clear areas where work has been carried out. Ensure that tools and material are available when needed. Assist the Artisans in the execution of their duties.
- ENQUIRIES** : Mr K Matthews Tel No: (021) 715-5921
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 : 07 March 2025
- POST 07/302** : **NURSING ASSISTANT GRADE 1 TO 3**
West Coast District
- SALARY** : Grade 1: R165 177 per annum
Grade 2: R192 675 per annum
Grade 3: R227 070 per annum
- CENTRE** : Swartland Hospital, Swartland SD
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 Nursing Assistant Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years' appropriate/recognisable experience after registration with the SANC as Nursing Assistant. **Grade3:** A minimum of 20 years' appropriate/recognisable nursing experience after registration with the SANC as Nursing Assistant. Inherent requirement of the job: Must be prepared to work shifts, weekends and public holidays. Competencies (knowledge/skills): Good communication skills (written and verbal).
- DUTIES** : Assist patients with activities of daily living. Provide elementary clinical nursing care. Maintain professional growth/ethical standards and self-development. Effective functioning within multidisciplinary team. Effective utilisation of resources.
- ENQUIRIES** : Ms L Julius Tel No: (022) 487-9204
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 Swartland Sub-District for a period of 3 months from date of advert.
- CLOSING DATE** : 07 March 2025
- POST 07/303** : **STERILISATION PRODUCTION OPERATOR (CSSD AND GAS)**
- SALARY** : R155 148 per annum
CENTRE : Groote Schuur Hospital, Observatory
REQUIREMENTS : Minimum educational qualification: General Education and Training Certificate (GETC)/Grade 9 (Std 7). Experience: Appropriate experience. Inherent requirement of the job: Willingness to work in any department within CPD (CSSD & Gas). Willingness to work shifts including weekends, public holidays and night duty. Basic understanding of disinfection, decontamination and sterilization. Competencies (knowledge/skills): Good interpersonal relations

skills. Ability to work in a co-operative way within a team context and willingness to be rotated within the CPD department.

DUTIES : Effective application of sterilisation processes and techniques and promote/adhere to infection control as well as health and safety regulations. Decontaminate, pack and sterilise instruments linen and supplies. Assist with cleaning and testing of sterilisation equipment, washing machine and autoclaves, lift-up and pushing heavy equipment. Maintain equipment in an optimum working condition and utilisation of resources. Use autoclaves, washing machines and equipment/consumables in a cost-effective manner. Monitor, control and maintain adequate stock levels, report, and assist with investigation of lost instruments/equipment.

ENQUIRIES : Ms R. Sutcliffe Tel No: (021) 404-2092
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 : 07 March 2025

POST 07/304 : **DRIVER (HEAVY DUTY VEHICLE)**
 Directorate: Facility Management

SALARY : R151 148 per annum
CENTRE : Head Office, Cape Town (Laundry Services: Lentegeur Laundry)
REQUIREMENTS : Minimum requirement: Basic literacy and numeracy skills. Experience: Appropriate driving experience. Inherent requirements of the job: Willingness to work shifts and overtime, after hours and public holidays on a standby basis. Valid (Code C) with PDP driver's licence. Physically fit. Competencies (knowledge/skills): Good written and verbal communication skills. Safe driving skills.

DUTIES : Effective transportation of soiled and clean linen. Assist with the uploading and offloading of truck. Accurately and timeously delivery of clean linen to health institutions. Conduct routine maintenance, inspect vehicles and timely reporting of defects. Ensure that all vehicles are kept clean and tidy. Ensure proper completion of logbooks. Adhere to departmental codes and procedures. Effective support to Transport Officer.

ENQUIRIES : Mr V Jooste Tel No: (021) 200-0196
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 : 07 March 2025

POST 07/305 : **LINEN STORES ASSISTANT (LAUNDRY SERVICES)**
 Directorate: Facility Management (Lentegeur Laundry)

SALARY : R131 265 per annum
CENTRE : Head Office, Cape Town
REQUIREMENTS : Minimum requirement: Basic numeracy and literacy. Experience: Appropriate laundry experience. Inherent requirement of the job: Physically fit to do manual labour. Competencies (knowledge/skills): Ability to effectively communicate both written and verbally.

DUTIES : Load/offload soiled/clean linen bags on and off trucks. Pack shelves in linen bank and packing of Linen for despatching. Empty soiled linen bags. Sort and count linen. Load and offload trolleys and push trolleys. Load linen bags on conveyer belt and on overhead rails. Clean work area.

ENQUIRIES : Mr V Jooste Tel No: (021) 200-0196
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 : 07 March 2025

POST 07/306 : **SEAMSTRESS**
 Directorate: Facility Management (Lentegeur Laundry Sewing)

SALARY : R131 265 per annum
CENTRE : Head Office, Cape Town
REQUIREMENTS : Minimum educational qualification: General Education and Training Certificate (GETC)/Grade 9 (Std7). Experience: Appropriate experience in the operating

		of an industrial sewing machine. Competencies: (knowledge/skills): Mending of torn/damaged hospital linen. Working knowledge of fabrics and fibres.
<u>DUTIES</u>	:	Mending of torn/damaged hospital linen. To control supplies and raw materials. To control irreparable linen. Monitor the quality of the work. Inspect machinery to see if functioning correctly. To assist with linen stock counts.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr V Jooste Tel No: (021) 200-0196
<u>NOTE</u>	:	No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	:	07 March 2025
<u>POST 07/307</u>	:	<u>LAUNDRY AID (FOLDERS/IRONING)</u> Directorate: Facility Management (Lentegeur Laundry)
<u>SALARY</u>	:	R131 265 per annum
<u>CENTRE</u>	:	Head Office, Cape Town
<u>REQUIREMENTS</u>	:	Minimum requirement: Basic literacy and numeracy skills. Experience: Appropriate Laundry and Linen experience in a Central Laundry setting. Inherent requirement of the job: Physically fit to do manual labour.
<u>DUTIES</u>	:	Wash, dry, fold and iron linen, clothing and other textiles. Assist with the mixing of chemicals. Load and unload washing machines and tumble driers. Empty soiled linen bags for sorting, counting, sealing and stacking of linen bags for dispatching. Clean work area.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr V Jooste Tel No: (021) 200-0196
<u>NOTE</u>	:	No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	:	07 March 2025
<u>POST 07/308</u>	:	<u>FOOD SERVICES AID (CATERING SERVICES)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R131 265 per annum
<u>CENTRE</u>	:	Valkenberg Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic reading, writing and numerical skills. Experience: Appropriate experience in a large-scale hospital Food Service environment. Inherent requirement of the job: Incumbent must be prepared to work shifts and overtime which include weekends and public holidays. Incumbent must be physically strong to lift heavy objects and be on their feet the entire day. Must be willing to enter hospital wards. Competencies (knowledge/skills): Knowledge of production for normal and therapeutic diets. Ability to prepare food according to standardised recipes. Knowledge of hygiene, occupational health, Hazard Analysis and Critical Control Points (HACCP) and safety principles. Knowledge of basic cleaning and maintenance of equipment. Ability to function in a group and to work under pressure. Good communication skills and maintain good interpersonal skills.
<u>DUTIES</u>	:	Prepare and dish all normal and therapeutic diets. Weigh, dish and distribute food to various wards. Assist in the receipt and storage of all provisions and stock in the food service unit. Clean all areas, utensils and equipment in the Food Service Department. Follow and adhere to Health and Safety prescripts. Follow standardized recipes and menus during production. Follow and adhere to elementary control measures and standard operational procedures.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms A Getyeza Tel No: (021) 440 3188
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates will be subjected to a written/practical and oral assessment. The pool of applicants will be considered for other similar within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	07 March 2025
<u>POST 07/309</u>	:	<u>MEDICAL OFFICER GRADE 1 TO 3 (20 SESSIONS P/WEEK) (X14 POSTS)</u> Garden Route District (12 Month Contract)
<u>SALARY</u>	:	Grade 1: R457 per hour Grade 2: R521 per hour

<u>CENTRE</u>	:	Grade 3: R603 per hour George Sub District Knysna/Bitou Sub District Mossel Bay Sub District Oudtshoorn Sub District NHI Project (Various Institutions)
<u>REQUIREMENTS</u>	:	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 HPSCA as a Medical Practitioner. Experience: -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 requirements of the job: Valid driver's licence (Code B/EB). Willingness to travel throughout the Garden Route and Central Karoo Districts. Competencies (knowledge/skills): Knowledge of general medical and surgical conditions on hospital and PHC level. 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 Services. Computer literacy (MS Excel, Word, Outlook etc.). Good interpersonal, organizational and teamwork skills. Primary healthcare experience. Ability and willingness to do outreach services to clinics throughout the Garden Route and Central Karoo Districts, guiding health care colleagues in managing difficult PHC cases.
<u>DUTIES</u>	:	Provide quality outpatient care to patients in the Garden Route and Central Karoo Districts Primary Healthcare and Hospital facilities. Provide an Outreach and Support service to PHC facilities in the Garden Route and Central Karoo Districts. Actively participate in skills transfer, training, and academic opportunities relevant to the post. Active involvement in the clinical governance of Garden Route and Central Karoo Districts facilities as required. Provide an efficient administration service regarding all clinical and non-clinical matters and medico-legal work. Ensure a cost-efficient service at clinical level with regards to laboratory services, blood, medicine, consumables and equipment.
<u>ENQUIRIES</u>	:	Ms S Pienaar Tel No: (044) 803-2703
<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 the Garden Route and Central Karoo District's for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	07 March 2025

<u>POST 07/310</u>	:	<u>DENTIST GRADE 1 TO 3 (20 SESSIONS PER WEEK) (X4 POSTS)</u> Garden Route District (1 Year Contract)
<u>SALARY</u>	:	Grade 1: R444 per hour Grade 2: R521 per hour Grade 3: R603 per hour
<u>CENTRE REQUIREMENTS</u>	:	NHI Project Garden Route District (Various Institutions) Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Dentist. Registration with a Professional Council: Registration with the Health Professions Council of South Africa (HPCSA) as a Dentist. Experience: Grade 1: None after registration as Dentist with the HPCSA in respect of SA-qualified employees. 1-year relevant experience after registration as Dentist with a recognized foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform community service, as necessary in South Africa. Grade 2: Minimum of 7 years' appropriate experience as Dentist after registration with the HPCSA as a Dentist in respect of SA-qualified employees. Minimum of 8 years' relevant experience after registration as Dentist with a recognized foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform community service, as necessary in South Africa. Grade 3: Minimum of 12 years' appropriate experience as Dentist after registration with the HPCSA as a Dentist in respect of SA-qualified employees. Minimum of 13 years' relevant experience after registration as Dentist with a recognized foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform community service, as necessary in South Africa. Inherent requirement of the job: Valid driver's licence (Code B/EB). Willingness to travel throughout the Garden Route and Central Karoo Districts. Competencies (knowledge/skills): Adhere to all departmental requirements and protocols. Excellent report writing, clinical documentation, recording keeping and referral writing skills. Sound verbal and written communication skills. Good computer skills (MS Word, Excel and PowerPoint). Comply with National Core Standards and or ideal facility/clinic requirements as applicable and good time management. Clinical therapeutic skills including assessment techniques, treatment, discharge planning and follow up as needed. Ability to be flexible and innovative in response to differing client needs.
<u>DUTIES</u>	:	Provide clinical primary and secondary dental treatment to children on the wellness bus and inpatients and outpatients as applicable to the designated work areas. Provide dental care support in dental clinics in the different sub-districts within Garden Route and Central Karoo Districts Ecosystem. Provide a holistic dental service independently and as part of a team in a hospital and primary health care setting. Diagnose and appropriate management of patients. Daily collection and monthly submission of data as per departmental protocols. Effective, efficient and optimal use of resources including facilitating the repair and maintenance of dental equipment. Stock taking and ordering of consumables as required within departmental norms. Relevant in-service training and skills transfer. Provide relevant relief duty within the Garden Route and Central Karoo Districts Ecosystem in absence of a peer colleague.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms S Pienaar Tel No: (044) 803 2703 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 the Garden Route and Central Karoo District's for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	07 March 2025

<u>POST 07/311</u>	:	<u>PHARMACIST GRADE 1 TO 3 (20 SESSIONS PER WEEK) (X2 POSTS)</u> Garden Route District (1 March 2025 until 31 March 2026)
<u>SALARY</u>	:	Grade 1: R387 per hour Grade 2: R419 per hour Grade 3: R457 per hour
<u>CENTRE REQUIREMENTS</u>	:	George Sub District, Mossel Bay Sub District (Various Institutions) 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 Pharmacist with the SAPC in respect of SA qualified employees. 1-year relevant experience after registration as Pharmacist 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 after registration as a Pharmacist with the SAPC in respect of SA qualified employees. 6 years' relevant experience after registration as Pharmacist 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 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 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 driver's licence (Code B/EB) and willingness to travel in the district. Willingness to travel between facilities and provide relief as pharmacist in all facilities in the Garden Route District. Competencies (knowledge/skills): Ability to work accurately under pressure and maintain a high standard of professionalism. Ability to work in a multi-disciplinary team with excellent interpersonal and communication skills. Appropriate clinical and pharmaceutical knowledge with innovative analytical thinking and the ability to initiate, co-ordinate, manage and sustain programs. 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).
<u>DUTIES</u>	:	Pharmaceutical service delivery including improving continuity of care within the Rural East Ecosystem. Effective medicine supply management (Procurement, storage, control and distribution of pharmaceuticals) including cold chain management in all areas where medications are kept. Quality assurance and clinical governance including rational medicine use, attendance of sub district PTC meetings, antibiotic stewardship and pharmacovigilance. Assist with corporate governance functions including financial control, implementation and evaluation of budgetary control measures, human resource management and development and information management. Ensure compliance with policy and legislative requirements and good Pharmacy Practice Guidelines. Assist with the management of the Chronic Dispensing Unit (CDU) and Private Provider processes.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms S Pienaar Tel No: (044) 803 2703 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 the post. 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). The pool of applicants will be considered for similar vacant posts within the Garden Route District for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	07 March 2025

<u>POST 07/312</u>	:	<u>PHYSIOTHERAPIST GRADE 1 TO 3 (20 SESSIONS PER WEEK)</u> Garden Route District (1 Year Contract)
<u>SALARY</u>	:	Grade 1: R248 per hour Grade 2: R290 per hour Grade 3: R340 per hour
<u>CENTRE REQUIREMENTS</u>	:	George Sub-district Minimum educational qualification: Appropriate qualification that allows registration with the HPCSA as a Physiotherapist. Registration with a Professional Council: Registration with the Health Professions Council of South Africa (HPCSA) as a Physiotherapist. Experience: Grade 1: None after registration with the HPCSA as a Physiotherapist in respect of RSA qualified employees. 1-year relevant experience after registration with the HPCSA as a Physiotherapist in respect of foreign qualified employees, of whom it is not required to perform Community Service, as a job opportunity required in South Africa. Grade 2: A minimum of 10 years' relevant experience after registration with the HPCSA as a Physiotherapist in respect of SA qualified employees. A Minimum of 11 years' relevant experience after registration with the HPCSA as a Physiotherapist 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 20 years' relevant experience after registration with the HPCSA as a Physiotherapist in respect of SA qualified employees. A minimum of 21 years' relevant experience after registration with the HPCSA as a Physiotherapist 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: Valid driver's licence (Code B/EB). Competencies (knowledge/skills): Adhere to all departmental requirements and protocols. Excellent report, clinical note and referral writing skills. Good computer skills (MS Word, Excel and PowerPoint). Comply with National Core Standards and or ideal facility/clinic requirements as applicable. Knowledge of prescription and issuing of assistive devices including mobility. Clinical therapeutic skills including assessment techniques, treatment, discharge planning and follow up as needed. Basic to intermediate wheelchair seating assessments, prescription, fitting and issuing and other relevant assistive devices and therapeutic knowledge and skills within the field of physiotherapy and rehabilitation.
<u>DUTIES</u>	:	Provide clinical physiotherapy service delivery to inpatients and outpatients as applicable to the designated work areas. Provide clinical physiotherapy service delivery to patients at a primary healthcare level, including transitional care facilities/ intermediate care facilities, and relevant NGO's applicable to the designated work areas. Oversee physiotherapy students and support their learning in designated clinical areas. Participate in ward rounds, multidisciplinary meetings, and support to specialist outreaches as applicable to the designated work area. Participate in personal, district, sub district and hospital in-service and training programs as applicable to the designated work area including transitional care facilities/intermediate care facilities, and relevant' s. Daily collection and monthly submission of data as per departmental protocols. Effective, efficient and optimal use of resources including facilitating the repair and maintenance of assistive devices. Stock taking and ordering of consumables and assistive devices as required within departmental norms. Relevant in-service training and skills transfer, clinical facilitation, and mentorship of placed students. Provide relevant relief duty in absence of a peer colleague and provide support to supervisor.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr TS Ackerman Tel No: (044) 814 1124 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 the Garden Route and Central Karoo District's for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	07 March 2024
<u>POST 07/313</u>	:	<u>DENTAL ASSISTANT GRADE 1 TO 2 (20 SESSIONS PER WEEK) (X4 POSTS)</u> Garden Route District (1 Year Contract)
<u>SALARY</u>	:	Grade 1: R136 per hour Grade 2: R128 per hour
<u>CENTRE REQUIREMENTS</u>	:	NHI Project Garden Route District (Various Institutions) Minimum educational qualification: Appropriate qualification or prescribed in-service training (with duration of less than 2 years) that allows for the required registration with the Health Professions Council of South Africa (HPCSA) as Dental Assistant. Registration with a Professional Council: Registration with the Health Professions Council of South Africa (HPCSA) as Dental Assistant. Experience: Grade 1: None after obtaining an appropriate qualification or prescribed in-service training that allows for the required registration with the HPCSA as Dental Assistant. Grade 2: A minimum of 10 years' appropriate experience after obtaining an appropriate qualification or prescribed in-service training that allows for the required registration with the HPCSA as Dental Assistant. Inherent requirements of the job: Valid driver's licence (Code B/EB). Willingness to travel between PHC facilities and Hospital. Competencies (knowledge/skills): Adhere to all departmental requirements and protocols. Sound verbal and written communication skills. Good computer skills (MS Word, Excel and PowerPoint). Appropriate inoculation. Knowledge of patient preparations and dental instruments. Knowledge of the National Oral Health Policy, National Norms, Standards and Practice. Guidelines for Primary Oral Health Care, Occupational Health & Safety Act.
<u>DUTIES</u>	:	Assisting Clinician, maintaining hygienic environment and maintaining infection control. Planning and packing for outside clinics, marathon sessions and outreach sessions. Clinical patient care. Stock control, stocking surgery and maintenance of equipment. Maintain appropriate database of work done. Waste management and practical patient flow management. Responsible for own continuous Professional Development.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms S Pienaar Tel No: (044) 803-2703 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. Shortlisted candidates may be required to do a competency test as part of the interview process. 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).
<u>CLOSING DATE</u>	:	07 March 2025