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## MANAGER: CLINICS

**Department:** Health  
**Branch:** District Health System Development  
**Designation:** Manager: Clinics  
**Remuneration:** R66 515.19 pm (basic salary, excluding benefits)  
**Location:** Region G

### Minimum Requirements:

- Grade 12 plus Basic Nursing Diploma/Degree or equivalent (NQF level 7);
- Accredited with SANC;
- Diploma in Clinical Nursing Science, Health Assessment, Treatment, and Care at NQF level 7;
- Proof of current registration with SANC as a Professional Nurse;
- 1 year Post Basic Diploma accredited with SANC in terms of Government Notice R212 in the relevant Nursing specialty (Psychiatric Nursing Science/Advanced Midwifery/Community Nursing Science) at NQF level 7;
- Post Basic Degree/Advanced Diploma in Health Service Management (Nursing Administration) with Community Nursing Science and/or Nursing Education (NQF level 8);
- 10 years' experience after the basic qualification;
- 5 years' experience in the Primary Health Care setting;
- 3 years' experience as an Operational Manager: Clinics or Programs;
- Extensive knowledge and experience in Research, Monitoring, and Evaluation of Health Programmes, District Health Information Systems, Training, and Development;
- Must have a valid driver's license.

### Primary Function:

Manage, lead, plan, organize, control, monitor, and evaluate the implementation, of all health programmes, reporting sequences of outcomes associated with PHC plans and programmes designed to accomplish key PHC service delivery objectives with respect to the National PHC core. Package of services, District Health Information System (DHIS), Skills Development and Training, Quality Assurance, Research, and Health Promotion programs within the City. Develop Strategies, programmes, and action plans in accordance with the principles of the District Health System (DHS) Model using the Primary Health Care Approach, within the relevant health legislation and statutory requirements that are in line with the National, Provincial, and Local Government Policies, Protocols, Procedures and guidelines to meet the targets in the Health Business Plan, the Health Sector and the District Plan within the City. Support and ensure that all PHC facilities are ready for the National Health Insurance (NHI) implementation, including the implementation of the Electronic Health Record. FastTrack PHC re-engineering in all facilities and in the catchment areas.



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### **Key Performance Areas:**

- Identify and define the immediate, short, intermediate, and long-term objectives/plans associated with the provisions of the National PHC Core Package of service District Health Information System (DHIS), Skills Development and Training, Quality Assurance, Research and Health Promotion programmes within the Region;
- Identify and define the short to medium-term objectives and priorities of the National core Package of service encapsulating procurement, expenditure, and control functionalities by monitoring and evaluating the implementation of the activities and procedures in accordance with the MFMA and other relevant legal frameworks;
- Monitor and evaluate Health information processes that are specific to the operations of the service delivery issues pertaining to the National Core package of service, District Health Information Systems (DHIS), eHealth, Skills Development and Training, Quality Assurance, Research and Health Promotion programs;
- Manage, lead, plan, organize, control, monitor, and evaluate the implementation, of all key performance indicators and outcomes of personnel involved in the National Core Package of services, District Health Information Systems (DHIS), e-Health, Skills Development and Training, Quality Assurance Research and Health promotion programs;
- Implement procedures, systems, and control to regulate specific work sequences associated with the functionality of health care services in the sub-district.
- Manage, lead, plan, organize, control, monitor, and evaluate the implementation, of the National Core package of services, District Health Information System (DHIS), Skills Development and Training, Quality Assurance, Research, and Health Promotion programs activities;
- Coordinate specific administrative and reporting requirements associated with the key performance and result indicators of the functionality.

### **Leading Competencies:**

- Team Building, Conflict Management and Problem-solving;
- Good Communications ability;
- Networking skills;
- Problem-solving through negotiation;
- Consensus building or compromise;
- People management and Leadership;
- Intermediate to advanced Computer literacy including MS Office Applications;
- Accountability, High level of confidentiality, and organisational skills;
- Time Management, working independently, under pressure, and ability to prioritise.

### **Core Competencies:**

- Project Management, Financial Management, PFMA and MFMA;
- Knowledge of the City's processes, best practices and policies and procedures on Health issues, research, monitoring and evaluation, Core PHC Norms and Standards, and relevant National, Gauteng, and CoJ Protocols, Policies, and Guidelines;
- Confidentiality;
- Attention to detail and high level of accuracy in the recording and capturing of information;
- High level of Communication skills required to work with people;
- Collaborative/Teamwork, Values and Integrity, Attention to detail, and quality-focused;



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- Customer and Service Delivery Management (Batho Pele) Ethics, Professionalism;
- Impact and Influence according to City's protocols, legislation, and standards.

***"All suitably qualified candidates are encouraged to apply and will be considered. The City of Johannesburg applies the principles of employment equity as per National legislation and policy guidelines and will consider designated groups in line with these requirements. Preference will be given to previously disadvantaged groups including those with disabilities. Appointments will be made in accordance with the approved Employment Equity Plan to promote its equitable representation in terms of race, gender and disability."***

**Please take note that only online applications will be considered. Please apply by using the following link below:**

<https://share-eu1.hsforms.com/17ck0MizLReiltQLPrqS7FQew554>

**APPLY ONLINE VIA THIS LINK: [www.joburg.org.za](http://www.joburg.org.za)**

**ENQUIRIES ONLY:**

**Contact Person:** Refilwe Mokgako

**Tel No:** 011 407 6736

**CLOSING DATE: MONDAY, 22 SEPTEMBER 2025**

**Applicants are respectfully informed that, if no notification of appointment/response is received within six (6) weeks of the closing date, they must accept that their application was unsuccessful. By submitting your application for a position at the City of Johannesburg, you are consenting that the personal information submitted as part of your application may be used for the purposes of the Recruitment and Selection and related process. In terms of the Talent Acquisition Policy of the City of Johannesburg, you hereby consent to the following risk checks should your application be shortlisted:**

- Credit Record,
- CV validation and
- Employment record verification,
- Criminal check, and
- Identity validation.