

		Knowledge of routine, maintenance, Inspections for defects on vehicles and safe driving skills. Sober habits and physical fit to lift and load heavy items. Ability to read and comprehend road directions and traffic signs.
<u>DUTIES</u>	:	Ensure an efficient and effective transport service. Ensuring the accurate completion of logbooks. Adhere to departmental codes and procedures. Conduct routine maintenance, inspecting GG vehicles and timely reporting of defects. Ensure an effective daily transport administration and support to Supervisor. Ensure vehicles and garage areas are kept clean and tidy. Perform administrative and relieve duties when required or necessary.
<u>ENQUIRIES</u>	:	Ms A Salie Tel No: (021) 845-8384
<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. The pool of applicants will be considered for similar vacant posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of the advert. Candidates will be subjected to a written/practical and oral assessment.
<u>CLOSING DATE</u>	:	31 October 2025
<u>POST 38/243</u>	:	<u>DRIVER (LIGHT DUTY VEHICLE)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R138 486 per annum
<u>CENTRE</u>	:	Victoria Hospital
<u>REQUIREMENTS</u>	:	Minimum requirement: Basic reading, writing and numerical skills. Experience: Appropriate driving experience. Inherent requirement of the job: A valid (Code B/EB) driver's license. A valid PDP. Will be expected to perform after hours standby duties. Competencies (knowledge/skills): Communication skills. Knowledge of Transport Regulations. The ability to accept accountability and responsibility and to work independently.
<u>DUTIES</u>	:	Transport official passengers, post, packages and equipment. Effective delivery and collection of all blood products. Maintenance PA safety and cleaning of Government Vehicles. Delivery of medication, goods and equipment within the PGWC. Routine inspection of vehicles and reporting of defects. Routine administration. Relieve duties and standby duties
<u>ENQUIRIES</u>	:	Ms J van der Riel Tel No: (021) 799-1270
<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 may be subjected to a practical assessment. The pool of applications will be considered for vacancies within the department, for a period of three months from the date of the advert, provided that the job title, core functions, inherent requirements, and salary level are the same as those of the advertised post."
<u>CLOSING DATE</u>	:	31 October 2025
<u>POST 38/244</u>	:	<u>MESSENGER</u> Chief Directorate: Rural Health Services
<u>SALARY</u>	:	R138 486 per annum
<u>CENTRE</u>	:	Paarl Hospital
<u>REQUIREMENTS</u>	:	Minimum requirement: Basic numeracy and literacy. Experience: Appropriate messenger and registry experience. Inherent requirement of the job: Ability to pick up heavy bags filled with post and goods. Competencies (knowledge/skills): Must be a dedicated, a team player, innovative, self-motivated and have good memory skills. Good verbal and written communication skills. Planning, organising and client orientation skills.
<u>DUTIES</u>	:	Collecting, delivering and distributing all files, posts and correspondence to and from various departments and wards. Making photocopies for all departments in bulk. Maintain a high standard of cleanliness, hygiene and safe environment. Provide a supporting service to the supervisor and assist with operational needs as required. Handle all documentation confidentially. Effective and efficiently manage postal services.
<u>ENQUIRIES</u>	:	Ms GP Storm Tel No: (021) 860-2844
<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.
<u>CLOSING DATE</u>	:	31 October 2025