

**PROVINCIAL ADMINISTRATION: FREE STATE  
DEPARTMENT OF HEALTH**

**CLOSING DATE** : 15 January 2008  
**NOTE** : Applicants are respectfully informed that if no notification of an interview is received within 4 months from closing date, they must accept that their application was unsuccessful. General requirements: • Verification on qualifications and South African citizenship will be conducted. • No e-mail or faxed applications will be considered. • It remains the responsibility of applicants to ensure that the applications are submitted by the closing date, applications received after the closing date will not be considered.

**OTHER POSTS**

**POST 01/17** : **PRINCIPAL SPECIALIST (ANAESTHESIOLOGY) REFERENCE: H/S/84**

**SALARY** : R473 991 all inclusive remuneration package per annum. The inclusive remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and a flexible portion and is structured according to the Government prescripts plus scarce skills allowance equal to 15% of the annual salary notch.

**CENTRE REQUIREMENTS** : Universitas Hospital, Bloemfontein  
 : \*Registration with the Health Professions Council of South Africa as Specialist in the relevant field. \*M. Med (Anes) or FCA (SA) or equivalent training. \*Extensive appropriate experience. Recommendations: Experience in Obstetric Anaesthesia.

**DUTIES** : \*Take responsibility for Obstetric Anaesthesia services in the Department. \*Provide and oversee anaesthesiology training to under- and post-graduate students. \*Conduct research programmes. \*Render administrative duties within the department.

**ENQUIRIES APPLICATIONS** : Prof. B.J.S. Diedericks, Tel. No. (051) 4053307  
 : The Chief Executive Officer, Universitas Hospital, Private Bag X20660, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Prof. B.J.S. Diedericks

**POST 01/18** : **SENIOR SPECIALIST/ SENIOR LECTURER (INTENSIVE CARE) REFERENCE: H/S/85**

**SALARY** : R343 257 all inclusive remuneration package per annum. The inclusive remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and a flexible portion and is structured according to the Government prescripts, plus scarce skills allowance equal to 15% of the annual salary notch.

**CENTRE REQUIREMENTS** : Pelonomi Regional Hospital, Bloemfontein  
 : Registration with the Health Professions Council of South Africa as Specialist. Recommendations: Sub-specialty training in critical care.

**DUTIES** : \*Clinical service delivery in intensive care. \*Training post-graduate students in medicine at the Faculty of Health Sciences at the Free State University.

**ENQUIRIES APPLICATIONS** : Dr M.G. Schoon, Tel. No. (051) 4051936/7  
 : The Chief Executive Officer, Pelonomi Regional Hospital, Private Bag X20581, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Mr S.I. Makhema

**POST 01/19** : **MANAGER: NURSING SERVICES REFERENCE: H/P/410**

**SALARY** : R289 635 all inclusive remuneration package per annum. The inclusive remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and a flexible portion and is structured according to the Government prescripts.

**CENTRE REQUIREMENTS** : Pelonomi Regional Hospital, Bloemfontein  
: \*Registration with the South African Nursing Council as General Nurse. \*Degree in Health Care Management and Nursing Education. \*Appropriate experience in management position. Recommendations: \*Certificates in Financial Management, Human Resource Management. \*Computer literacy.

**DUTIES** : \*Strategic leadership, policy and procedure formulation. \*Quality patient care, service delivery, risks management, skills development, Cost centre management. \*Financial Management. \*Monitor and control all Quality Assurance Nursing programmes, e.g. Infection programmes.

**ENQUIRIES APPLICATIONS** : Mrs M.A. Madolo, Tel. No. (051) 4051929  
: The Chief Executive Officer, Pelonomi Regional Hospital, Private Bag X20581, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Mr S.I. Makhema

**POST 01/20** : **PRINCIPAL MEDICAL OFFICER REFERENCE: H/M/94**

**SALARY** : R289 635 all inclusive remuneration package per annum. The inclusive remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and a flexible portion and is structured according to the Government prescripts, plus scarce skills allowance equal to 15% of the annual salary notch.

**CENTRE REQUIREMENTS** : National District Hospital, Bloemfontein  
: \*Registration with the Health Professions Council of South Africa as a Medical Practitioner. \*Clinical, managerial and leadership skills. \*Experience in monitoring and evaluating clinical services. \*Valid driver's license.

**DUTIES** : \*Clinical services in District Hospital and referring community health centres and primary health care clinics. \*Ability to manage routine and emergency clinical cases. \*Be able to do surgical, anaesthetical and obstetric functions. \*After hour calls in casualty department. \*Willing to support junior personnel and participate in in-service training. \*Willing to support termination of pregnancy unit.

**ENQUIRIES APPLICATIONS** : Prof. A. Prinsloo, Tel. No. (051) 4013307  
: The Chief Executive Officer, National District Hospital, Private Bag X20598, BLOEMFONTEIN, 9300

**FOR ATTENTION** : M.N. Maleke

**POST 01/21** : **PRINCIPAL MEDICAL OFFICER (ARV CLINIC) REFERENCE: H/M/97**

**SALARY** : R289 635 all inclusive remuneration package per annum. The inclusive remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and a flexible portion and is structured according to the Government prescripts, plus scarce skills allowance equal to 15% of the annual salary notch.

**CENTRE REQUIREMENTS** : Boitumelo Regional Hospital, Kroonstad  
: \*Registration with the Health Professions Council of South Africa as Medical Practitioner. Recommendations: \*Appropriate experience

**DUTIES** : Key Responsibilities \*Management and treatment of patients on the anti-retroviral Programme \*Participate in all clinical programmes related to the clinic /institution \*Supervising, teaching and training

**ENQUIRIES APPLICATIONS** : Mr K J Matli, Tel. No 056 2165213  
: The Acting Chief Executive Officer, Boitumelo Regional Hospital, Kroonstad, Private Bag X 47, KROONSTAD, 9500

**FOR ATTENTION** : Mr K J Matli

**POST 01/22** : **SENIOR MEDICAL OFFICER (ARV CLINIC) REFERENCE: H/M/95**

**SALARY** : R183 084 per annum plus scarce skills allowance equal to 15% of the annual salary notch.

**CENTRE REQUIREMENTS** : Boitumelo Regional Hospital, Kroonstad  
: Registration with the Health Professions Council of South Africa as Medical Practitioner. Recommendations: Appropriate experience.

**DUTIES** : \*Management and treatment of patients on the Anti-retroviral Programme. \*Participate in all clinical programmes related to the clinic/institution.

**ENQUIRIES APPLICATIONS** : Mr K.J. Matli, Tel. No. (056) 2165213  
The Acting Chief Executive Officer, Boitumelo Regional Hospital, Private Bag X47, KROONSTAD, 9500

**FOR ATTENTION** : Mr K.J. Matli

**POST 01/23** : **SENIOR MEDICAL OFFICER (INTENSIVE CARE) (3 POSTS)**  
**REFERENCE: H/M/80**

**SALARY** : R183 084 per annum plus scarce skills allowance equal to 15% of the annual salary notch.

**CENTRE REQUIREMENTS** : Pelonomi Regional Hospital, Bloemfontein  
Registration with the Health Professions Council of South Africa as Medical Practitioner. \*Valid driver's license. Recommendations: \*ATLS, ACLS. \*Basics Course.

**DUTIES** : \*Provision of quality patient care and service delivery related to the Intensive Care. \*Attendance of post-graduate continued medical education program. \*In-service training of health care workers and students. \*Involvement in skills development and research.

**ENQUIRIES APPLICATIONS** : Dr M.G. Schoon, Tel. No. (051) 4051936  
The Chief Executive Officer, Pelonomi Regional Hospital, Private Bag X20581, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Mr S.I. Makhema

**POST 01/24** : **SENIOR MEDICAL OFFICER REFERENCE: H/M/89**

**SALARY** : R183 084 per annum plus scarce skills allowance equal to 15% and rural allowance equal to 22% of the annual salary notch.

**CENTRE REQUIREMENTS** : Itemoheng District Hospital, Senekal  
Registration with the Health Professions Council of South Africa as a Medical Practitioner. Recommendations: \*Appropriate experience. \*Valid driver's license.

**DUTIES** : \*To render comprehensive and promotive Health Care Services at the hospital and catchments Clinics. \*Be on call after hours. \*Training and supervision of Medical Officers.

**ENQUIRIES APPLICATIONS** : Dr M.J. Pule, Tel. No. (058) 4812114  
The Chief Executive Officer: Itemoheng District Hospital  
Private Bag X9  
SENEKAL  
9600

**FOR ATTENTION** : Me M.N. Kumalo

**POST 01/25** : **SENIOR MEDICAL OFFICER REFERENCE: H/M/90**

**SALARY** : R183 084 per annum plus scarce skills allowance equal to 15% and rural allowance equal to 22% of the annual salary notch.

**CENTRE REQUIREMENTS** : John Daniel Newberry District Hospital, Clocolan  
Registration with the Health Professions Council of South Africa as a Medical Practitioner. Recommendations: \*Appropriate experience. \*Valid driver's license.

**DUTIES** : \*To render comprehensive and promotive Health care services at the hospital and catchments Clinics. \*Be on call after hours. \*Training and supervision of Medical Officers. \*Take active role in quality assurance.

**ENQUIRIES APPLICATIONS** : Dr M.J. Pule, Tel. No. (058) 4812114  
The Chief Executive Officer: Itemoheng District Hospital, Private Bag X9, SENEKAL, 9600

**FOR ATTENTION** : Me M.N. Kumalo

**POST 01/26** : **SENIOR MEDICAL OFFICER REFERENCE: H/M/98**

**SALARY** : R183 084 per annum plus scarce skills allowance equal to 15% and rural allowance equal to 22% of the annual salary notch.

**CENTRE** : Phuthuloha District Hospital, Ficksburg

**REQUIREMENTS** : Registration with the Health Professions Council of South Africa as Medical Practitioner. Recommendations: Appropriate experience. Valid driver's license

**DUTIES** : Key Responsibilities: \*To render comprehensive and promotive Health care services at the hospital and catchments Clinics. \*Be on call after hours \*Training and supervision of Medical Officers \*Take active role in quality assurance

**ENQUIRIES** : Dr M J Pule, Tel. No. (058) 4812114

**APPLICATIONS** : The Chief Executive Officer: Itemoheng District Hospital, Private Bag X9, SENEKAL, 9600

**FOR ATTENTION** : Me M N Kumalo

**POST 01/27** : **CHIEF PHARMACIST REFERENCE: H/P/451**

**SALARY** : R183 084 per annum plus scarce skills allowance equal to 15% of the annual salary notch.

**CENTRE** : Pharmaceutical Services: Specialized Health Services: Bloemfontein

**REQUIREMENTS** : \*Registration with the South African Pharmacy Council as Pharmacist. \*Appropriate experience in Drug Supply Management as well experience in computerized hospital pharmacy systems. Recommendations: Management experience.

**DUTIES** : \*Co-ordinate the Pharmaceutical Component for the roll-out of computerized systems in pharmacies in the Free State Province. \*Develop specifications for computerized pharmacy systems in consultation with IT and pharmacists as well as evaluation and implementation thereof throughout pharmacies in the province. \*To render support and assistance in the form of instalment, training and updating of information regarding Pharmacy computerized systems in the province. \*Provide a Drug Information Database.

**ENQUIRIES** : Me H.M. Marais, Tel. No. (051) 4081291

**APPLICATIONS** : The Manager: Pharmaceutical Services, P.O. Box 227, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Me H.M. Marais

**POST 01/28** : **CHIEF PHARMACIST REFERENCE: H/P/452**

**SALARY** : R183 084 per annum plus scarce skills allowance equal to 15% of the annual salary notch.

**CENTRE** : Centralized ARV Pharmacy: Pharmaceutical Services: Specialized Health Services: Bloemfontein

**REQUIREMENTS** : \*Registration with the South African Pharmacy Council as Pharmacist. \*Appropriate experience. \*ARV training. Recommendations: \*Computer systems. \*Pharmacy management experience.

**DUTIES** : \*Establish and manage a centralized ARV dispensary in the province. \*Develop systems, orientate and manage staff to render an effective ART service to patients. \*Ensure the availability of ARV's to patients via effective Drug Supply Management. \*Consult with Medical Depot on safe delivery methods and stock availability. \*Ensure compliance with treatment guidelines and report Adverse Drug Reactions. \*Collect statistics and compile reports.

**ENQUIRIES** : Me H.M. Marais, Tel. No. (051) 4081291

**APPLICATIONS** : The Manager: Pharmaceutical Services, P.O. Box 227, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Me H.M. Marais

**POST 01/29** : **CHIEF PHARMACIST REFERENCE: H/P/453**

**SALARY** : R183 084 per annum plus scarce skills allowance equal to 15% of the annual salary notch.

**CENTRE** : Pharmaceutical Services: Specialized Health Services: Bloemfontein

**REQUIREMENTS** : \*Registration with the South African Pharmacy Council as Pharmacist. \*Appropriate experience. \*Training in PTC's and Pharmaco-economics. Recommendations: Management experience.

**DUTIES** : \*Co-ordinate the implementation of the EDL. \*Secretariat for the PTC. \*Pharmaco economic cost effective analysis. \*Give direction regarding compliance in relation to Statutory and Legislative requirements of Pharmacy as a Profession. \*Develop policies and update the Free State Code List.

**ENQUIRIES** : Me H.M. Marais, Tel. No. (051) 4081291

**APPLICATIONS** : The Manager: Pharmaceutical Services, P.O. Box 227, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Me H.M. Marais

**POST 01/30** : **CHIEF PHARMACIST REFERENCE: H/P/458**

**SALARY** : R183 084 per annum plus scarce skills allowance equal to 15% and rural allowance equal to 12% of the annual salary notch.

**CENTRE** : Embekweni/Stoffel Coetzee District Hospital Complex, Smithfield/Zastron

**REQUIREMENTS** : \*Registration with the South African Pharmacy Council as a Pharmacist. \*Extensive experience. \*Driver's license

**DUTIES** : \*Provide pharmaceutical services which entail ensuring proper surveillance of medicine procurement and consumption. \*Give guidance to patients regarding the correct take of medicine. \*Give guidance to doctors and nursing personnel regarding medicine and medicine control. \*Monitor and evaluate quality assurance in pharmaceutical department. \*Supervise and support subordinates. \*Managing cost centre and pharmaceutical services budget. \*Ensure the implementation of the development program for personnel

**ENQUIRIES** : N M Mgoqi, Tel. No. (051) 6731200

**APPLICATIONS** : The Chief Executive Officer, Embekweni District Hospital, Private Bag X 32, ZASTRON, 9950

**FOR ATTENTION** : P Botha

**POST 01/31** : **PRINCIPAL PHARMACIST REFERENCE: H/P/424**

**SALARY** : R146 685 per annum plus scarce skills allowance equal to 15% of the annual salary notch.

**CENTRE** : National District Hospital, Bloemfontein

**REQUIREMENTS** : \*B.Pharm Degree. \*Registration with the South African Pharmacy Council as a Pharmacist. Recommendations: Experience in the Public Hospital pharmacy.

**DUTIES** : \*Assist in the management of the pharmaceutical services in line with National and Provincial directives. \*Drug supply management within the institution. \*Ensure quality of medicine according to standard and norms. \*Promote patient health care in monitoring of treatment of the patient as well as medicine usage by the patient. \*Provide services after hours. \*Training of pharmacist assistant.

**ENQUIRIES** : M.P. Kgaphola, Tel. No. (051) 4039628/9708

**APPLICATIONS** : The Chief Executive Officer, National District Hospital, Private Bag X20598, BLOEMFONTEIN, 9300

**FOR ATTENTION** : M.N. Maleke

**POST 01/32** : **PRINCIPAL PHARMACIST REFERENCE: H/P/459**

**SALARY** : R146 685 per annum plus scarce skills allowance equal to 15% of the annual salary notch.

**CENTRE** : Pelonomi Regional Hospital, Bloemfontein.

**REQUIREMENTS** : \*Registration with the South African Pharmacy Council as Pharmacist. \*Appropriate post registration experience. Recommendations: Hospital experience, knowledge of procurement of medicines and other pharmaceuticals Supervision of pharmacists and non professional personnel (Performance Management and Development) Knowledge of computerized dispensing and stock management

**DUTIES** : \*Manage procurement, storage and distribution of medicines and other pharmaceuticals in the hospital. \*Quality assurance and implementation of Good Pharmacy Practice. \*Developing and managing performance of personnel \*Managing and monitoring drug

use in the hospital \*Help compile monthly statistics and performance reports.

**ENQUIRIES** : Mr G J Kgasane, Tel. No. (051) 4051250  
**APPLICATIONS** : The Chief Executive Officer, Pelonomi Regional Hospital, Private Bag x 20581, BLOEMFONTEIN, 9300  
**FOR ATTENTION** : Mr S I Makhema

**POST 01/33** : **ASSISTANT MANAGER: ORGANIZATIONAL DEVELOPMENT**  
**REFERENCE: H/M/91**

**SALARY** : R146 685 per annum  
**CENTRE** : Organizational Development Sub-directorate: Head Office, Bloemfontein

**REQUIREMENTS** : \*An appropriate Bachelors (or equivalent qualification) in Public Administration or related qualification, or Certificate in Management Services (Work Study). \*A valid driver's license. Recommendations: \*Analytical thinking skills. \*Good verbal and written communication skills. \*Computer literacy. \*Job analyst.

**DUTIES** : \*Render advice to the Executing Authority, the Head of Department, Senior Managers and other officials in the Department of Health on matters related to the organizational structure and post establishment, including job descriptions, to improve organizational development in the Department. \*Promote the principle of equal work for equal pay in the Department by ensuring the successful implementation of the approved job evaluation strategy in the Department. This includes to serve as Chairperson of the Departmental Job Evaluation Quality Assurance Committee, to represent the Department of Health at the Provincial Job Evaluation Quality Assurance Committee (as Member), to ensure that the quality of job analysis done in the Department and the Free State Provincial Government meets the standards prior to such cases being submitted to the Provincial Job Evaluation Panel for consideration. \*Assist with the development of and facilitation of the successful implementation of departmental policies and/or strategies on matters to organizational development (including job descriptions) within the national and provincial framework and render advice thereon. \*Manage, plan and co-ordinate resources.

**ENQUIRIES** : Me Kanna Albertse, Tel. No. (051) 4081690  
**APPLICATIONS** : The Manager: Organizational Development P.O. Box 227, BLOEMFONTEIN, 9300  
**FOR ATTENTION** : Kanna Albertse

**POST 01/34** : **ASSISTANT MANAGER: FINANCE AND PROVISIONING**  
**REFERENCE: H/M/92**

**SALARY** : R146 685 per annum  
**CENTRE** : Fezile Dabi Health District Office, Sasolburg  
**REQUIREMENTS** : An appropriate Bachelors Degree (or equivalent qualification). Recommendations: Extensive, appropriate experience.

**DUTIES** : \*Handle financial administration and compile the budget for the region. \*Ensure that the financial guidelines of the Department are followed and assist with the financial: -Policy development - Supervise and support PAS and Provisioning Section -Monitoring of ordering -Local Head of Provisioning Administration and inventory controller

**ENQUIRIES** : Mr S.O. Modiko, Tel. No. (016) 9709371  
**APPLICATIONS** : The District Manager, Fezile Dabi Health District, Private Bag X2005, SASOLBURG, 1947  
**FOR ATTENTION** : Ms A. Brits

**POST 01/35** : **ASSISTANT MANAGER: LEGAL SERVICES REFERENCE:**  
**H/M/100**

**SALARY** : R146 685 per annum  
**CENTRE** : Office to Executive Management: Head Office, Bloemfontein  
**REQUIREMENTS** : \*An appropriate recognized legal degree (or equivalent qualification) \*A valid driver's license. \*Computer literate as candidate will be

responsible to generate and type his/her own correspondence etc.  
 \*The candidate must be prepared to work overtime as required  
 \*Appropriate experience Recommendations: \*Proven experience in the drafting of legislation and contracts \*Knowledge of the legislative framework of the Public Sector. \*Experience in Civil Procedure and Civil Litigation

**DUTIES** : Key Responsibilities: \*Advise the Executing authority, Head: Health, Senior Management and other officials in the Department, on legal matters affecting the Department including management decisions with possible legal implications \*Liaise with State Attorney and State Law Advisors on legal matters and legislation \*Develop/draft and/or interpret legislation, agreements, contracts and other legal documents \*Train personnel on legal matters \*Manage loss-control matters \*Attend all court proceedings

**ENQUIRIES** : Adv M C Kruger Tel. No. (051) 4081272  
**APPLICATIONS** : The Senior Manager: Human Resource Management, P.O. Box 227, BLOEMFONTEIN, 9300  
**FOR ATTENTION** : Mr. M.J. Mokgampanyane

**POST 01/36** : **ASSISTANT MANAGER: NUTRITION REFERENCE: H/M/93**

**SALARY** : R146 685 per annum plus scarce skills allowance equal to 15% of the annual salary notch.  
**CENTRE** : Fezile Dabi Health District Office, Sasolburg  
**REQUIREMENTS** : An appropriate Bachelors Degree in Nutrition (or equivalent qualification). Recommendations: Extensive, appropriate experience as Dietitian or Nutritionist.

**DUTIES** : \*Manage the INP programmes in the Hospital's Community Health Care Centres and Clinics. \*Manage of the material resources of the Nutrition Section in Fezile Dabi Health District. \*Manage Human Resources of the Nutrition Section in Fezile Dabi Health District.

**ENQUIRIES** : Mr S.O. Modiko, Tel. No. (016) 9709371  
**APPLICATIONS** : The District Manager, Fezile Dabi Health District, Private Bag X2005, SASOLBURG, 1947  
**FOR ATTENTION** : Ms A. Brits

**POST 01/37** : **ASSISTANT MANAGER: ADMINISTRATION REFERENCE: H/A/255**

**SALARY** : R146 685 per annum  
**CENTRE** : Dr J.S. Moroka District Hospital, Thaba Nchu  
**REQUIREMENTS** : An appropriate Bachelor's Degree (or equivalent qualification). Recommendations: \*Appropriate experience. \*Managerial skills. \*Knowledge of PERSAL, BAS, LOGIS and PADS. \*Driver's license. \*Computer literacy.

**DUTIES** : \*Planning, controlling and monitoring expenditure of the institution to ensure sound financial management practice. \*Manage procurement and provisioning system to ensure customer satisfaction. \*Manage asset register to ensure that the equipment is maintained and optimally utilized for the purpose they were purchased. \*Manage Human Resources and implement all regulations. \*Ensure sound labour relations and compliance with the Public Service Regulations. \*Manage Auxiliary service.

**ENQUIRIES** : Mr E.M. Mojaki, Tel. No. (051) 8739848  
**APPLICATIONS** : The Chief Executive Officer, Dr J.S. Moroka District Hospital, Private Bag X707, SELOSESHA, 9783  
**FOR ATTENTION** : Mr E.M. Mojaki

**POST 01/38** : **SENIOR PHARMACIST REFERENCE: H/P/460**

**SALARY** : R122 841 per annum plus scarce skills allowance equal to 15% of the annual salary notch.  
**CENTRE** : Pelonomi Regional Hospital, Bloemfontein.  
**REQUIREMENTS** : \*Registration with the South African Pharmacy Council as Pharmacist, after completion of community service. Recommendations: \*Hospital experience, knowledge of procurement of medicines and other pharmaceuticals \*Supervision

of pharmacists and non professional personnel (Performance Management and Development). \*Knowledge of computerized dispensing and stock management

**DUTIES** : \*Dispense medication to patients; manage supply of medicines to wards; manage supply of controlled medicines per register; dispense medicines after hours, including weekends and public holidays (on rotational basis); manage the after-hour emergency drug cupboard /room; implementation of infection control procedures and quality improvement plans

**ENQUIRIES** : Mr G J Kgasane, Tel. No. (051) 4051250

**APPLICATIONS** : The Chief Executive Officer, Pelonomi Regional Hospital, Private Bag x 20581, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Mr S I Makhema

**POST 01/39** : **CHIEF PROFESSIONAL NURSE REFERENCE: H/P/434**

**SALARY** : R122 841 per annum plus rural allowance equal to 12% of the annual salary notch.

**CENTRE** : John Daniel Newberry District Hospital, Clocolan

**REQUIREMENTS** : Registration with the South African Nursing Council as a General Nurse and Midwife.

**DUTIES** : \*Provide patient care in General wards, Maternity and Casualty. \*Handle patients in all stages of labour. \*Overall supervision of sub-category nursing personnel. \*Participate in quality improvement programmes.

**ENQUIRIES** : Me N.J. Ramarou, Tel. No. (058) 4812114

**APPLICATIONS** : The Chief Executive Officer: Itemoheng District Hospital, Private Bag X9, SENEKAL, 9600

**FOR ATTENTION** : Me N.M. Kumalo

**POST 01/40** : **CHIEF PROFESSIONAL NURSE (THEATRE) (2 POSTS) REFERENCE: H/P/439**

**SALARY** : R122 841 per annum

**CENTRE** : Pelonomi Regional Hospital, Bloemfontein

**REQUIREMENTS** : \*Current registration with the South African Nursing Council as a General Nurse. \*Appropriate experience. Recommendations: \*Experience in the operating theatre. \*Prepared to work for long strenuous hours, standing. \*Appropriate experience as a Professional Nurse.

**DUTIES** : \*Assisting at operations. \*Knowledge of Medico legal hazards. Management of Human Resources. \*Personnel development. \*Maintenance of COHSASA Standards.

**ENQUIRIES** : Me I.Z. Ntobongwana, Tel. No. (051) 4051041

**APPLICATIONS** : The Chief Executive Officer: Pelonomi Regional Hospital, Private Bag X20581, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Mr S.I. Makhema

**POST 01/41** : **CHIEF PROFESSIONAL NURSE REFERENCE: H/P/440**

**SALARY** : R122 841 per annum plus rural allowance equal to 12% of the annual salary notch.

**CENTRE** : Lindley Clinic: Local Area Nketoana

**REQUIREMENTS** : \*Registration with the South African Nursing Council as General Nurse and Midwife, Psychiatric and Community Health. (Current year) \*Extensive appropriate experience in Primary Health Care. Recommendations: \*Ability to work under pressure. \*Ability to implement and manage change. \*Good written and verbal communication skills. \*Confidentiality. \*Good interpersonal relations. \*Managing skills.

**DUTIES** : \*Supervisor of Lindley Clinic as well as Leseding Clinic. \*Render a comprehensive primary health care service in a clinic to the community. \*Identify the needs for nursing care, formulate and implementation of primary health care programs as well as the evaluation thereof. \*Responsible for quality patient care. \*Curative services: Chronic care, integrated management of childhood illnesses.

**ENQUIRIES** : S.W. Wentzel, Tel. No. (058) 3038113  
**APPLICATIONS** : The District Manager: Thabo Mofutsanyana District, Private Bag X824, WITSIESHOEK, 9870  
**FOR ATTENTION** : H. van Zyl

**POST 01/42** : **SENIOR ADMINISTRATIVE OFFICER REFERENCE: H/A/249**

**SALARY** : R122 841 per annum  
**CENTRE** : National District Hospital, Bloemfontein  
**REQUIREMENTS** : \*Grade 12 (or equivalent) Certificate. \*LOGIS, BAS and Supply Chain Management. \*Knowledge of PFMA, PPPFA and Treasury Regulations. \*Finance and Supply Chain Management background. Recommendations: \*LOGIS II. \*Accounting skills. \*Computer literacy with more knowledge of Excel. \*Interpersonal and communication skills.

**DUTIES** : \*Manage all procurement functions. \*Management of finance. \*Manage maintenance of all assets and buildings. \*Management of stores. \*Supervisory and training of personnel.

**ENQUIRIES** : Ms M. Bronn, Tel. No. (051) 4039600  
**APPLICATIONS** : The Chief Executive Officer: National District Hospital, Private Bag X20598, BLOEMFONTEIN, 9300  
**FOR ATTENTION** : M.N. Maleke

**POST 01/43** : **CHIEF PROFESSIONAL NURSE (OCCUPATIONAL HEALTH AND SAFETY) REFERENCE: H/P/443**

**SALARY** : R122 841 per annum  
**CENTRE** : Pelonomi Regional Hospital, Bloemfontein  
**REQUIREMENTS** : Registration with the South African Nursing Council as a General Nurse. Recommendations: \*Nursing management. \*Dispensing Course training.

**DUTIES** : \*Pre-placement, routine and monitor ailments, medical examination plus exit medical examinations. \*Environmental monitoring, risk assessment and management. \*Health promotion, health and safety education and supervision and job placement. \*Immunizations, counseling, referral and policy formulation, research. \*Keep statutory records and reports, management of occupational diseases and injuries.

**ENQUIRIES** : Me M.C. Sebitloane, Tel. No. (051) 4051503  
**APPLICATIONS** : The Chief Executive Officer: Pelonomi Regional Hospital, Private Bag X20581, BLOEMFONTEIN, 9300  
**FOR ATTENTION** : Mr S.I. Makhema

**POST 01/44** : **CHIEF PROFESSIONAL NURSE REFERENCE: H/P/445**

**SALARY** : R122 841 per annum  
**CENTRE** : Fezile Dabi Health District: Thusanong Clinic, Kroonstad  
**REQUIREMENTS** : Registration with the South African Nursing Council as General Nurse and Midwife, Community and Psychiatric Nurse.

**DUTIES** : Render a comprehensive Primary Health Care service which entails the following: \*PMTCT, reproductive care, immunization and health education. \*Curative services: chronic, integrated management of childhood illnesses.

**ENQUIRIES** : Ms S.R. Noge, Tel. No. (016) 9709310  
**APPLICATIONS** : The District Manager: Fezile Dabi Health District, Private Bag X2005, SASOLBURG, 1947  
**FOR ATTENTION** : Ms A. Brits

**POST 01/45** : **CHIEF PROFESSIONAL NURSE (IN CHARGE OF CLINIC) REFERENCE: H/P/446**

**SALARY** : R122 841 per annum plus rural allowance equal to 8% of the annual salary notch.  
**CENTRE** : Tswaraganang – Hertzogville: Lejweleputswa District  
**REQUIREMENTS** : \*Registration with the South African Nursing Council as General and Midwifery Nurse (current year). \*Valid driver's license. \*Extensive appropriate experience.

**DUTIES** : \*Oversee the rendering of all health services to the community in line with the Primary Health Care core package. \*Effective and efficient management of resources. \*Set up, mobilize and coordinate participation amongst relevant stakeholders and sectors to ensure community involvement and co-operation in health matters. \*Attending meetings at the District Office.

**ENQUIRIES APPLICATIONS** : Me C.P. Visser, Tel. No. (053) 4441912

**FOR ATTENTION** : The District Manager: Lejweleputswa District, Private Bag X15, WELKOM, 9460

**POST 01/46** : **CHIEF PROFESSIONAL NURSE (PATIENT CARE) REFERENCE: H/P/454**

**SALARY** : R122 841 per annum plus rural allowance equal to 8% of the annual salary notch.

**CENTRE REQUIREMENTS** : Hoopstad Clinic – Lejweleputswa District  
\*Registration with the South African Nursing Council as General and Midwifery Nurse (current year). \*Valid driver's license. \*Extensive appropriate experience.

**DUTIES** : Rendering an advance patient care service at the said clinic.

**ENQUIRIES APPLICATIONS** : Me C.P. Visser, Tel. No. (053) 4441912

**FOR ATTENTION** : The District Manager: Lejweleputswa District, Private Bag X15, WELKOM, 9460

**POST 01/47** : **CHIEF PROFESSIONAL NURSE REFERENCE: H/P/465**

**SALARY** : R122 841 per annum plus rural allowance equal to 8% of the annual salary notch.

**CENTRE REQUIREMENTS** : Botshabelo District Hospital  
Registration with the South African Nursing Council as a General Nurse. Valid driver's license Recommendations: \*Presentation and facilitation skills \*Knowledge of legislation pertaining to training \*Computer literacy

**DUTIES** : Key Responsibilities: \*Educate and train Nursing and support \*Management of skills development in Nursing Services \*Co-ordination and support all aspects related to Skills Development Facilitation Programme \*Writing and compiling of reports on aspects related to Skills Development Programme

**ENQUIRIES APPLICATIONS** : Me T E Mokoena, Tel. No. (051) 5330211

**FOR ATTENTION** : The Chief Executive Officer: Botshabelo District Hospital, Private Bag X 527, BOTSHABELO, 9781

**POST 01/48** : **CHIEF PROFESSIONAL NURSE REFERENCE: H/P/413**

**SALARY** : R122 841 per annum plus rural allowance equal to 8% of the annual salary notch.

**CENTRE REQUIREMENTS** : Tokollo District Hospital, Heilbron  
Registration with the South African Nursing Council as General Nurse and Midwife. Recommendations: Proven experience in unit supervision.

**DUTIES** : Provide a comprehensive nursing service in hospital wards according to scope of practice.

**ENQUIRIES APPLICATIONS** : Mrs N.Y. Kgottlagomang, Tel. No. (058) 8523030/9

**FOR ATTENTION** : The Chief Executive Officer: Tokollo/Mafube Complex, Private Bag X8, HEILBRON, 9650

**POST 01/49** : **CHIEF PHYSIOTHERAPIST REFERENCE: H/P/444**

**SALARY** : R122 841 per annum plus scarce skills allowance equal to 10% and rural allowance equal to 17% of the annual salary notch.

**CENTRE** : Mofumahadi Manapo Mopeli Regional Hospital, Witsieshoek

**REQUIREMENTS** : Registration with the Health Professions Council of South Africa as a Physiotherapist. Recommendations: Extensive post registration experience.

**DUTIES** : \*Plan, organize and co-ordinate physiotherapy related activities. \*Provide Physiotherapy service which complies with standards indicated by Health Policies. \*Monitor and perform quality assurance programs. \*Assist with and monitor in-service training of Physiotherapists and related staff. \*Participate in continuing professional development programs. \*Render after-hour service as determined by need.

**ENQUIRIES** : Dr S.J. Moloi, Tel. No. (058) 7183206

**APPLICATIONS** : The Chief Executive Officer: Mofumahadi Manapo Mopeli Regional Hospital, Private Bag X820, WITSIESHOEK, 9870

**FOR ATTENTION** : Dr S.J. Moloi

**POST 01/50** : **CONTROL LAUNDRY MANAGER REFERENCE: H/L/26**

**SALARY** : R122 841 per annum

**CENTRE** : Regional Laundry, Bloemfontein

**REQUIREMENTS** : \*Senior (or equivalent) certificate \*Appropriate experience in marketing, liaison with client and stock management. \*Code 8 driver's license. \*Computer literate in Word, Excel, Power Point Recommendations: \*Manage linen room at hospital \*Liaise with clients on all levels \*Responsible for linen stock takes at hospital \*Maintain service level agreements between clients and laundry \*Provide training, do inspection/research, planning and give advice with regard to laundry matters at linen rooms at hospitals

**DUTIES** : Key Responsibilities: \*Excellent communication skills and people orientated. \*Excellent report writing skills. \*Ability to work under pressure. \*Manage linen rooms at hospitals. \*Ability to work independently and accurate

**ENQUIRIES** : Mr S F Ramsbottom, Tel. No. (051) 4002012

**APPLICATIONS** : The Senior Manager: Human Resource Management, P O Box 227, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Mr M J Mokgampanyane

**POST 01/51** : **SENIOR ADMINISTRATIVE OFFICER REFERENCE: H/A/259**

**SALARY** : R122 841 per annum

**CENTRE** : Phuthulo District Hospital, Ficksburg

**REQUIREMENTS** : \*An appropriate Bachelor's degree (or equivalent qualification) Recommendations: \*Appropriate general administration experience \*Driver's license

**DUTIES** : Key Responsibilities: \*General management and administration of hospital \*Work as the Chief user of the hospital \*Responsible for different sections of the hospital and the day to day management of the hospital

**ENQUIRIES** : Me P J Tsimela, Tel. No. (058) 4812114

**APPLICATIONS** : The Chief Executive Officer: Itemoheng District Hospital, Private Bag X9, SENEKAL, 9600

**FOR ATTENTION** : Me P J Tsimela

**POST 01/52** : **SENIOR PROFESSIONAL NURSE (6 POSTS) REFERENCE: H/P/435**

**SALARY** : R98 916 per annum plus rural allowance equal to 8% of the annual salary notch.

**CENTRE** : Dr J.S. Moroka District Hospital, Thaba Nchu

**REQUIREMENTS** : Registration with the South African Nursing Council as General Nurse and Midwife. Recommendations: \*Good communication and interpersonal skills. \*Commitment and dedication.

**DUTIES** : \*Identify needs, formulate, implement and monitor programmes to ensure the rendering of quality patient care. \*Utilize, empower and control personnel to ensure safe and quality nursing care. \*Supervise subordinates. \*To implement administrative functions and manage resources to ensure smooth running of the unit.

**ENQUIRIES** : Me C.A.M. Tsimatsima, Tel. No. (051) 8739915

**APPLICATIONS** : The Chief Executive Officer: Dr J.S. Moroka District Hospital, Private Bag X707, SELOSESHA, 9783

**FOR ATTENTION** : Me C.A.M. Tsimatsima

**POST 01/53** : **SENIOR PROFESSIONAL NURSE REFERENCE: H/P/466**

**SALARY** : R98 916 per annum plus rural allowance equal to 8% of the annual salary notch.

**CENTRE REQUIREMENTS** : Kganya Community Health Centre: Koppies  
Registration with the South African Nursing Council as General Nurse and Midwife. Appropriate experience in Primary Health Care Services

**DUTIES** : Key Responsibilities: Render a comprehensive Primary Health Care Service Identify needs, formulating nursing programs and implementing the nursing care

**ENQUIRIES APPLICATIONS** : Me N S Malinga, Tel. No. (056) 8162126

**FOR ATTENTION** : The District Manager: Fezile Dabi Health District, Private Bag X2005, SASOLBURG, 1947  
Ms S R Noge

**POST 01/54** : **SENIOR PROFESSIONAL NURSE REFERENCE: H/P/414**

**SALARY** : R98 916 per annum plus rural allowance equal to 8% of the annual salary notch.

**CENTRE REQUIREMENTS** : Tokollo District Hospital, Heilbron  
Registration with the South African Nursing Council as General Nurse and Midwife. Recommendations: Proven experience in unit supervision will serve as recommendation.

**DUTIES** : Provide a comprehensive nursing service in hospital wards according to scope of practice.

**ENQUIRIES APPLICATIONS** : Mrs N.Y. Kgotlagomang, Tel. No. (058) 8523030/9  
The Chief Executive Officer: Tokollo/Mafube Complex, Private Bag X8, HEILBRON, 9650

**FOR ATTENTION** : Ms N.Z. Mbalo

**POST 01/55** : **SENIOR ORAL HYGIENIST (2 POSTS) REFERENCE: H/O/34**

**SALARY** : R98 916 per annum

**CENTRE REQUIREMENTS** : Pelonomi Regional Hospital, Bloemfontein  
\*An appropriate Degree (or equivalent qualification) in Oral Health.  
\*Registration with the Health Professions Council of South Africa as Oral Hygienist. Recommendations: Appropriate experienced as Oral Hygienist.

**DUTIES** : \*Formulation and implementation of oral health promotion and the execution thereof. \*Rendering of oral health care in a level 2 hospital. \*Responsible for training and development.

**ENQUIRIES APPLICATIONS** : Mr K.M. Mohlakoana, Tel. No. (051) 4051339  
The Chief Executive Officer: Pelonomi Regional Hospital, Private Bag X20581, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Mr S.I. Makhema

**POST 01/56** : **SENIOR PHYSIOTHERAPIST REFERENCE: H/P/441**

**SALARY** : R98 916 per annum plus scarce skills allowance equal to 10% of the annual salary notch.

**CENTRE REQUIREMENTS** : Pelonomi Regional Hospital, Bloemfontein  
\*Registration with the Health Professions Council of South Africa as a Physiotherapist. \*Completion of community service. Recommendations: Appropriate post-graduate experience.

**DUTIES** : \*Deliver clinical physiotherapy service to level II and III patients of the Southern Free State. \*Performing relevant administrative functions. \*Overtime and on call duties.

**ENQUIRIES APPLICATIONS** : Me Robyn Smith, Tel. No. (051) 4051307  
The Chief Executive Officer: Pelonomi Regional Hospital, Private Bag X20581, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Mr S.I. Makhema

**POST 01/57** : **SENIOR RADIOGRAPHER (3 POSTS) REFERENCE: H/R/44**

**SALARY** : R98 916 per annum plus scarce skills allowance equal to 10% and rural allowance equal to 17% of the annual salary notch.

**CENTRE** : Mofumahadi Manapo Mopeli Regional Hospital, Witsieshoek

**REQUIREMENTS** : \*Registration with the Health Professions Council of South Africa as a Radiographer. Recommendations: South African qualified Radiographer.

**DUTIES** : \*Taking X-rays (general work, mobile, theatre and scan). \*Supervise subordinates in the unit. \*Render 24 hours service by being on call/ after hours. \*Assist unit manager with administration work.

**ENQUIRIES** : Dr S.J. Moloi, Tel. No. (058) 7183206

**APPLICATIONS** : The Chief Executive Officer: Mofumahadi Manapo Mopeli Regional Hospital, Private Bag X820, WITSIESHOEK, 9870

**FOR ATTENTION** : Dr S.J. Moloi

**POST 01/58** : **CHIEF ADMINISTRATION CLERK (ADMISSIONS) REFERENCE: H/A/250**

**SALARY** : R98 916 per annum

**CENTRE** : Phekolong District Hospital, Bethlehem

**REQUIREMENTS** : \*Grade 12 (or equivalent) Certificate. \*Extensive appropriate experience. Recommendations: \*Have background of patient administration. \*Computer literate with PADS, BAS and LOGIS I.

**DUTIES** : \*Monitor and evaluate patient administration function. \*Manage data capturing service. \*Compile management information. \*All supervisory duties. \*Control of patient files.

**ENQUIRIES** : Me McGregor / Mr Mncube, Tel. No. (058) 3035123

**APPLICATIONS** : The Chief Executive Officer: Phekolong District Hospital, Private Bag X1, BETHLEHEM, 9700

**FOR ATTENTION** : Me Kala

**POST 01/59** : **SENIOR COMMUNITY DEVELOPMENT OFFICER REFERENCE: H/C/66**

**SALARY** : R98 916 per annum

**CENTRE** : Service Marketing and Health Promotion, Bloemfontein

**REQUIREMENTS** : \*An appropriate Bachelor's Degree (or equivalent qualification) \*Valid drivers license \*Experience in Community work  
Recommendations: \*Knowledge of health promotion \*Ability to apply the Batho Pele Principals \*Presentation skills \*Computer skills

**DUTIES** : Key Responsibilities: \*Implement health promotion programs according to the provincial strategic framework \*Support districts to establish and sustain district health promotion forums \*Support participation of district community structures in health promotion \*Facilitate and ensure capacity building of health promotion stakeholders \*Facilitate and support the implementation of settings approach \*Monitor and evaluate health promotion programs and projects

**ENQUIRIES** : Me L A Tlali, Tel. No. (051) 4081436

**APPLICATIONS** : The Senior Manager: Human Resource Management, P O Box 227, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Mr M J Mokgampanyane)

**POST 01/60** : **SENIOR DIETICIAN (2 POSTS) REFERENCE: H/D/36**

**SALARY** : R98 916 per annum plus scarce skills allowance equal to 10% and rural allowance equal to 12% of the annual salary notch.

**CENTRE** : Botshabelo District Hospital

**REQUIREMENTS** : \*B.Sc Dietetics Degree (or equivalent). \*Registration with the Health Professions Council of South Africa as Dietician. \*Relevant experience. Recommendations: \*Computer literacy. \*Good communication skills. \*Speak a 3<sup>rd</sup> language.

**DUTIES** : \*Clinical Nutrition – Evaluate, council and follow up of all needy patients, giving of lectures, training of staff and patients on nutrition related issues and ARV duties. \*Supervision of the Food Service

Unit. \*Community nutrition – Visiting clinics, participation in health promotion activities, counseling at clinics.

**ENQUIRIES** : Dr M.E. Maree, Tel. No. (051) 5330234

**APPLICATIONS** : The Chief Executive Officer: Botshabelo District Hospital, Private Bag X527, BOTSHABELO, 9781

**FOR ATTENTION** : Mr K.J. Molise

**POST 01/61** : **SENIOR PERSONNEL OFFICER GRADE III REFERENCE: H/P/449**  
Human Resource Management Directorate: Service Conditions  
Sub-directorate: Corporate Office

**SALARY** : R79 407 per annum

**CENTRE** : Bloemfontein

**REQUIREMENTS** : \*Grade 10 (or equivalent) Certificate. \*Appropriate experience in Human Resource Management, Conditions of Service, specifically on Leave matters. \*Good communication, planning, organizing and analytical skills. \*Introductory PERSAL course passed. \*Valid Code EB driver's license. \*Willing to travel extensively. \*Able to prepare and facilitate presentations and information sessions. \*MS Excel, MS Word, MS PowerPoint competencies. Recommendations: \*Able to work independently and under pressure. \*Report writing skills. \*Report reading/analytical skills. \*Be presentable and have presentation skills. \*Senior (or equivalent) Certificate.

**DUTIES** : \*To ensure that the relevant procedure manuals, policies, circulars are in place, adhered to and applied effectively and efficiently within all institutions in the Free State Department of Health. \*Capacity building on management of absenteeism, management of leave, effective appliance of prescripts. \*To provide a comprehensive statistical balance of all leave matters in the Free State Department of Health. \*Reporting to Management on the monitoring, control and capacity building process.

**ENQUIRIES** : Mr Jaydee van Wyk, Tel. No. (051) 4081204

**APPLICATIONS** : The Senior Manager: Human Resource Management, P.O. Box 227, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Mr M.J. Mokgampanyane

**POST 01/62** : **SENIOR PROVISIONING ADMINISTRATION CLERK GRADE III REFERENCE: H/P/448**  
Asset Management and Disposals: Corporate Office

**SALARY** : R79 407 per annum

**CENTRE** : Bloemfontein

**REQUIREMENTS** : \*Grade 10 (or equivalent) Certificate with Accounting as a passed subject. \*Previous experience in the handling petty cash. Recommendations: \*Appropriate experience in LOGIS and financial environment. \*Computer literacy. \*Good interpersonal communications. \*Organizational skills, mathematical and accounting skills.

**DUTIES** : \*The applicant will be responsible for the checking, controlling, issuing, replenishment and safeguarding of petty cash money for the Corporate Office as well as administration of petty cash applications from institutions/ offices. \*The official will also be responsible for the rendering of a support service regarding incoming and outgoing mail.

**ENQUIRIES** : Me R. van Niekerk, Tel. No. (051) 4081480

**APPLICATIONS** : The Senior Manager: Human Resource Management, P.O. Box 227, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Mr M.J. Mokgampanyane

**POST 01/63** : **PROFESSIONAL NURSE REFERENCE: H/P/442**

**SALARY** : R79 407 per annum plus rural allowance equal to 12% of the annual salary notch.

**CENTRE** : Vrede Clinic, Vrede: Phumelela Local Area

**REQUIREMENTS** : \*Registration with the South African Nursing Council as General Nurse and Midwife, Psychiatric and Community Health. (Current

year) Recommendations: \*Ability to work under pressure. \*Ability to implement and manage change. \*Good written and verbal communication skills. \*Confidentiality. \*Good interpersonal relations. \*Relevant experience in primary health care.

**DUTIES** : \*Render a comprehensive primary health care service in a Clinic. \*Identify the needs for nursing care, formulate and implementation of primary health care programs as well as the evaluation thereof. \*Responsible for quality patient care. \*Curative services: Chronic care, integrated management of childhood illnesses.

**ENQUIRIES APPLICATIONS** : S.W. Wentzel, Tel. No. (058) 3038113

**FOR ATTENTION** : The District Manager: Thabo Mofutsanyana District, Private Bag X824, WITSIESHOEK, 9870  
H. van Zyl

**POST 01/64** : **PROFESSIONAL NURSE (PAEDIATRIC) (2 POSTS)**  
**REFERENCE: H/P/447**

**SALARY CENTRE REQUIREMENTS** : R79 407 per annum  
Pelonomi Regional Hospital, Bloemfontein  
Registration with the South African Nursing Council as General Nurse.

**DUTIES** : \*Rendering quality nursing care to patients. \*Implementation of policies and guidelines.

**ENQUIRIES APPLICATIONS** : Me M.M. Nkhobo, Tel. No. (051) 4051147

**FOR ATTENTION** : The Chief Executive Officer: Pelonomi Regional Hospital, Private Bag X20581, BLOEMFONTEIN, 9300  
Mr S.I. Makhema

**POST 01/65** : **PROFESSIONAL NURSE (INTERNAL MEDICINE) (14 POSTS)**  
**REFERENCE: H/P/461**

**SALARY CENTRE REQUIREMENTS** : R79 407 per annum  
Pelonomi Regional Hospital, Bloemfontein  
Registration with the South African Nursing Council as General Nurse. Recommendations: Good listening and communication skills: Principles of good customer care

**DUTIES** : Key Responsibilities: \*Rendering of nursing services to medical patients including isolation and Renal Unit

**ENQUIRIES APPLICATIONS** : Me M.M. Nkhobo, Tel. No. (051) 4051147

**FOR ATTENTION** : The Chief Executive Officer: Pelonomi Regional Hospital, Private Bag X20581, BLOEMFONTEIN, 9300  
Mr S.I. Makhema

**POST 01/66** : **PROFESSIONAL NURSE (4 POSTS) REFERENCE: H/P/415**

**SALARY CENTRE REQUIREMENTS** : R79 407 per annum plus rural allowance equal to 8% of the annual salary notch.  
Tokollo District Hospital, Heilbron  
Registration with the South African Nursing Council as General Nurse and Midwife. Recommendations: Proven experience in unit supervision will serve as recommendation.

**DUTIES** : Provide a comprehensive nursing service in hospital wards according to scope of practice.

**ENQUIRIES APPLICATIONS** : Mrs N.Y. Kgotlagomang, Tel. No. (058) 8523030/9

**FOR ATTENTION** : The Chief Executive Officer: Tokollo/Mafube Complex, Private Bag X8, HEILBRON, 9650  
Ms N.Z. Mbalo

**POST 01/67** : **PROFESSIONAL NURSE (3 POSTS) REFERENCE: H/P/418**

**SALARY CENTRE REQUIREMENTS** : R79 407 per annum plus rural allowance equal to 8% of the annual salary notch.  
Mantsopa District Hospital, Ladybrand  
Registration with the South African Nursing Council as General Nurse and Midwife. Recommendations: Good communication and interpersonal skills, commitment and dedication.

**DUTIES** : \*Identify needs, formulate, implement and monitor programmes to ensure the rendering of quality patient care. \*Utilize, empower and control personnel to ensure safe and quality nursing care. \*Supervise subordinates. \*To implement administrative functions and manage resources to ensure smooth running of the unit.

**ENQUIRIES** : Me M.A. Kabi, Tel. No. (051) 9243268

**APPLICATIONS** : The Chief Executive Officer: Dr J.S. Moroka District Hospital, Private Bag X707, SELOSESHA 9783

**FOR ATTENTION** : Me C.A.M. Tsimatsima

**POST 01/68** : **EMERGENCY CARE PRACTITIONER INTERMEDIATE (6 POSTS)**  
**REFERENCE: H/E/24**

**SALARY** : R64 143 per annum

**CENTRE** : Emergency Medical Services: Lejweleputswa District

**REQUIREMENTS** : \*Successful completion of Ambulance Emergency Care Assistant Course. \*Registration with the Health Professions Council of South Africa as Ambulance Emergency Care Practitioner for 2006/2007. \*Code 10 driver's license as well as a valid public driver's permit.

**DUTIES** : \*Inter-hospital transfers. \*Pre-hospital treatment to patients and transport. \*Receiving and dispatching calls. \*Planned patient transport. \*Appropriate experience. \*Computer literate. \*Day to day running of EMS station.

**ENQUIRIES** : Me J. Kritzinger, Tel. No. (057) 3521453 x 2332

**APPLICATIONS** : The Chief Divisional Officer: Emergency Medical Services, Private Bag X15, WELKOM, 9460

**FOR ATTENTION** : Mr L.P. Moshou

**POST 01/69** : **PRINCIPAL FOOD SERVICE SUPERVISOR REFERENCE: H/F/44**

**SALARY** : R64 143 per annum

**CENTRE** : Dr J.S. Moroka District Hospital, Thaba Nchu

**REQUIREMENTS** : \*Grade 10 (or equivalent) Certificate. \*Appropriate experience in catering. \*Supervisory and leadership skills. Recommendations : Good communication, interpersonal and numerical skills.

**DUTIES** : \*Plan, organize and control the kitchen and food services. \*Supervise kitchen staff. \*Deal with all budgetary issues in the kitchen. \*Ordering of food and checking its quality. \*Ensure that food is served to patients is prepared in a hygienic environment. \*Participate in cost centre management and co-ordinate food service in the institution. \*Manage quality assurance issues.

**ENQUIRIES** : Mr A.K. Setlogelo, Tel. No. (051) 8739933

**APPLICATIONS** : The Chief Executive Officer: Dr J.S. Moroka District Hospital, Private Bag X707, SELOSESHA, 9783

**FOR ATTENTION** : Mr G.J. Molokoane

**POST 01/70** : **PRINCIPAL AUXILIARY SERVICES OFFICER (2 POSTS)**  
**REFERENCE: H/A/256**

**SALARY** : R64 143 per annum

**CENTRE** : Medical Depot: Bloemfontein

**REQUIREMENTS** : \*Qualified Post Basic Pharmacist Assistant. \*Registration with the South African Pharmacy Council as Pharmacist Assistant. (Proof of qualification registration must be attached to CV.) Recommendations: Experience in stock management.

**DUTIES** : \*Quality and quantity assurance. \*Maintain an efficient distribution function by checking and packing medical stock according to delivery routes.

**ENQUIRIES** : Mr Johan Meiring / Francis Kgole, Tel. No. (051) 4303091

**APPLICATIONS** : The Senior Manager: Human Resource Management, P.O. Box 227, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Mr M.J. Mokgampanyane

**POST 01/71** : **SENIOR ADMINISTRATION CLERK GRADE II REFERENCE:**  
**H/A/260**

**SALARY** : R64 143 per annum

**CENTRE REQUIREMENTS** : Embekweni/Stoffel Coetzee Hospital Complex, Zastron/ Smithfield  
 : \*Grade 10 (or equivalent) Certificate. \*Computer literacy (MS Word, MS Excel and MS Power Point) \*Planning, organizing and communication skills. Recommendations: \*Secretarial Training. \*Driver's license (EB).

**DUTIES** : Key Responsibilities: \*Take an active role in organizing the office of the Chief Executive Officer. \*Ensure an easy flow of communication within the complex \*Manage flow of meetings of the complex \*Manage diary of the Chief Executive Officer \*Ensure an efficient and effective filing system \*Ensure efficient supply of stores

**ENQUIRIES APPLICATIONS** : Mr T I Makoa, Tel. No. (051) 6830168/1120  
 : The Chief Executive Officer: Stoffel Coetzee Hospital, Private Bag X 5, SMITHFIELD, 9966

**FOR ATTENTION** : Mr. T.I. Makoa

**POST 01/72** : **PHARMACY ASSISTANT ARV (2 POSTS) REFERENCE: H/P/463**

**SALARY CENTRE REQUIREMENTS** : R64 143 per annum  
 : National District Hospital, Bloemfontein  
 : Enrolment with the South African Pharmacy Council as a Post Basic Pharmacist Assistant. Post Basic Pharmacist Assistant Certificate. Grade 12 (or equivalent) Certificate Recommendations: ART Training Experience as Pharmacy Assistant

**DUTIES** : Key Responsibilities: \*Dispense medication under pharmacist supervision \*Provide medication related information and education to the patients \*Compound and manufacture medication under supervision. \*Ensure rational stock utilization and stock rotation

**ENQUIRIES APPLICATIONS** : M P Khaphola, Tel. No. (051) 4039621/2  
 : The Chief Executive Officer: National District Hospital, Private Bag x20598, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Me P M Mehlwana

**POST 01/73** : **SENIOR ADMINISTRATION CLERK GRADE II REFERENCE: H/A/251**

**SALARY CENTRE REQUIREMENTS** : R64 143 per annum  
 : Medical Depot: Pre-packing Unit Sub-division, Bloemfontein  
 : \*Grade 10 (or equivalent) Certificate. Recommendations: \*National Diploma in Office Management (or equivalent). \*Analytical thinking skills. \*Good verbal and written communication skills. \*Computer literacy. \*Organizational skills.

**DUTIES** : \*Logistical, administrative and secretarial functions of the office. \*Document sorting, classification and filing. \*Ensure prompt, accurate and authorized transmission of information. \*Manage and organize diaries of the office staff. \*Ensure office is kept clean and hygienic.

**ENQUIRIES APPLICATIONS** : Mr M.B. Maharaswa, Tel. No. (051) 4051942  
 : The Senior Manager: Human Resource Management: P.O. Box 227, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Mr M.J. Mokgampanyane

**POST 01/74** : **SENIOR ADMINISTRATION CLERK GRADE I REFERENCE: H/A/252**

**SALARY CENTRE REQUIREMENTS** : R54 222 per annum  
 : Botshabelo District Hospital  
 : Grade 10 (or equivalent) Certificate. Recommendations: \*Successful completion of LOGIS I Course. \*Computer literacy. \*Conversant with PFMA and Treasury Regulations.

**DUTIES** : \*Manage administrative duties in the Maintenance Section. \*Management of assets. \*Management of losses. \*To handle enquiries concerning LOGIS. \*Management of Contracts.

**ENQUIRIES APPLICATIONS** : Mr T.J. Mothalosa, Tel. No. (051) 5330218  
 : The Chief Executive Officer: Botshabelo District Hospital, Private Bag X527, BOTSHABELO, 9781

**FOR ATTENTION** : Me N. Boqwane

**POST 01/75** : **SENIOR ADMINISTRATION CLERK GRADE I (4 POSTS)**  
**REFERENCE: H/A/257**

**SALARY** : R54 222 per annum  
**CENTRE** : ICAM: Bloemfontein  
**REQUIREMENTS** : \*Grade 10 (or equivalent) Certificate. \*Driver's license. \*Computer literate. Recommendations: Computer and administrative experience.

**DUTIES** : Manage the iCAM classroom.  
**ENQUIRIES** : Mr L.J. Barnardt, Tel. No. (051) 4079238  
**APPLICATIONS** : The Senior Manager: Human Resource Development, Free State Psychiatric Complex, Room 103, Ground Floor, Training Building, Private Bag X20607, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Mr L.J. Barnardt

**POST 01/76** : **SENIOR ADMINISTRATION CLERK GRADE I REFERENCE:**  
**H/A/261**

**SALARY** : R54 222 per annum  
**CENTRE** : Bophelong Clinic  
**REQUIREMENTS** : \*Grade 10 (or equivalent) Certificate. \*Thorough knowledge of PERSAL, MS Word and Excel Recommendations: \*Good report writing skills \*Good communication, planning and organization skills \*Driver's license

**DUTIES** : Key Responsibilities: \*Re-activating of posts, appointments, transfers capturing of leave, retirements, overtime and personnel movement \*Processing of leave transactions and injury on duty \*Monitoring and updating personnel template

**ENQUIRIES** : Me T B Mothibeli, Tel. No. (051) 4472194  
**APPLICATIONS** : The District Manager: Motheo District, P O Box 441, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Mr D H Le Roux

**POST 01/77** : **SENIOR ADMINISTRATION CLERK GRADE I REFERENCE:**  
**H/A/262**

**SALARY** : R54 222 per annum  
**CENTRE** : National District Hospital, Bloemfontein  
**REQUIREMENTS** : \*Grade 10 (or equivalent) Certificate. \*Experience in Transit or Warehouse \*Capable to work under tremendous pressure of meeting deadlines and cut-off times according to SCM policy \*Computer literate Recommendations: \*Previous exposure to hospital environment \*Have initiative and be trustworthy \*Driver's license

**DUTIES** : Key Responsibilities: \*Receive stock from companies on behalf of the hospital \*Control quantity and quality as per ordered number and specifications \*Register orders in the zero to nine file and update it daily \*Hand over received stock to warehousemen for shelf items \*Do follow-ups with companies that are not delivering as expected \*Check and control stock issues by warehouse \*Report long outstanding orders

**ENQUIRIES** : Mr T S Mancoe, Tel. No. (051) 4039868  
**APPLICATIONS** : The Chief Executive Officer: National District Hospital, Private Bag X 20598, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Me P A Mehlwana

**POST 01/78** : **SENIOR NURSING ASSISTANT REFERENCE: H/N/115**

**SALARY** : R54 222 per annum  
**CENTRE** : Vrede Clinic: Local Area Phumelela  
**REQUIREMENTS** : \*Grade 10 (or equivalent) Certificate. \*Enrolment with the South African Nursing Council as Nursing Auxiliary. \*Extensive appropriate experience.

**DUTIES** : \*Perform duties required from Nursing Assistant.  
**ENQUIRIES** : Mrs S.W. Wentzel, Tel. No. (058) 3038113  
**APPLICATIONS** : The District Manager: Thabo Mofutsanyana District, Private Bag X 824, WITSIESHOEK, 9870

**FOR ATTENTION** : H. van Zyl

**POST 01/79** : **SENIOR NURSING ASSISTANT REFERENCE: H/N/116**

**SALARY CENTRE REQUIREMENTS** : R54 222 per annum  
: Fezile Dabi Health District: CHC Koppies  
: \*Grade 10 (or equivalent) Certificate. \*Enrolment with the South African Nursing Council as Nursing Auxiliary. Recommendations: Relevant experience.

**DUTIES** : \*Render an effective and efficient health service to the community and centre. \*Basic Nursing Care. \*Observing and reporting abnormalities.

**ENQUIRIES APPLICATIONS** : Ms N.S. Malinga, Tel. No. (056) 8162126  
: The District Manager: Fezile Dabi Health District, Private Bag X2005, SASOLBURG, 1947

**FOR ATTENTION** : Me A. Brits

**POST 01/80** : **PRINCIPAL OPERATOR REFERENCE: H/O/35**

**SALARY CENTRE REQUIREMENTS** : R54 222 per annum  
: Mofumahadi Manapo Mopeli Regional Hospital, Witsieshoek  
: \*Grade 10 (or equivalent) Certificate. \*Coal HFO Boiler operator skills. Recommendations: Supervisory skills will add as advantageous.

**DUTIES** : \*Ensure smooth running of boilers. \*Ensure smooth supply steam to the institution. \*Boiler operators supervision. \*Training of boiler operators. \*Complete boiler operators work performance forms. \*Substitute boiler operators on leave, shift time-table.

**ENQUIRIES APPLICATIONS** : Mr M.A. Phoofolo, Tel. No. (058) 7183294/5/6  
: The Chief Executive Officer: Mofumahadi Manapo Mopeli Regional Hospital, Private Bag X820, WITSIESHOEK, 9870

**FOR ATTENTION** : Mr M.A. Phoofolo

**POST 01/81** : **SENIOR PROVISIONING ADMINISTRATION CLERK GRADE I REFERENCE: H/P/455**

**SALARY CENTRE REQUIREMENTS** : R54 222 per annum  
: Free State Psychiatric Complex, Bloemfontein  
: \*Grade 10 (or equivalent) Certificate. \*Experience in Supply Chain Management. \*Any LOGIS certificates. Recommendations: LOGIS I.

**DUTIES** : Supply Chain Management duties as orders, quotations, assets and others on rotational basis.

**ENQUIRIES APPLICATIONS** : Me M. Grobler, Tel. No. (051) 4079202  
: The Chief Executive Officer: Free State Psychiatric Complex, Private Bag X20607, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Mr D.E. Kolomba

**POST 01/82** : **SENIOR PROVISIONING ADMINISTRATION CLERK GRADE I REFERENCE: H/P/456**

**SALARY CENTRE REQUIREMENTS** : R54 222 per annum  
: Free State Psychiatric Complex, Bloemfontein  
: \*Grade 10 (or equivalent) Certificate. \*Any LOGIS certificates. \*Appropriate experience in Supply Chain Management. Recommendations: LOGIS I.

**DUTIES** : Supply Chain Management duties as orders, quotations, assets and others on rotational basis.

**ENQUIRIES APPLICATIONS** : Me M. Grobler, Tel. No. (051) 4079202  
: The Chief Executive Officer: Free State Psychiatric Complex, Private Bag X 20607, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Mr D.E. Kolomba

**POST 01/83** : **STAFF NURSE (7 POSTS) REFERENCE: H/S/90**

**SALARY CENTRE** : R54 222 per annum  
: Bongani Regional Hospital, Welkom

**REQUIREMENTS** : Enrolment with the South African Nursing Council as Enrolled Nurse  
\*Appropriate experience.

**DUTIES** : Key Responsibilities: \*To render basic patient care in General wards, maternity and specialized units \*Participate in quality improvement programmes \*Assessment of patient needs and implement nursing care plans

**ENQUIRIES APPLICATIONS** : Me M J Magadla, Tel. No. (057) 9168000  
The Chief Executive Officer: Bongani Hospital, Private Bag X 29, WELKOM, 9460

**FOR ATTENTION** : Me A Zwiendelaar)

**POST 01/84** : **SENIOR PERSONNEL OFFICER GRADE I REFERENCE: H/P/464**

**SALARY CENTRE REQUIREMENTS** : R54 222 per annum  
Motheo District Office, Bloemfontein

**DUTIES** : \*Grade 10 (or equivalent) Certificate. \*Thorough knowledge of PERSAL, MS Word and Excel Recommendations: \*Good report writing skills \*Good communication, planning and organization skills \*Driver's license

**ENQUIRIES APPLICATIONS** : Key Responsibilities: \*Re-activating of posts, appointments, transfers capturing of leave, retirements, overtime and personnel movement \*Processing of leave transactions and injury on duty \*Monitoring and updating personnel template  
Me P R Phuroe, Tel. No. (051) 4472194

**FOR ATTENTION** : The District Manager: Motheo District, P O Box 441, BLOEMFONTEIN, 9300  
Mr D H Le Roux

**POST 01/85** : **ADMINISTRATION CLERK GRADE II REFERENCE: H/A/253**

**SALARY CENTRE REQUIREMENTS** : R46 200 per annum  
Phuthuloha District Hospital, Ficksburg

**DUTIES** : \*Grade 10 (or equivalent) Certificate. \*Knowledge of administrative functions. \*Computer literacy. Recommendations: Experience or Voluntarism will serve as advantage.  
\*Typing, filing of official documents. \*Render appropriate administration support. \*Arrange for meetings. \*Do any duties that will be assigned to by the supervisor.

**ENQUIRIES APPLICATIONS** : Mr T.A. Mohaeka, Tel. No. (058) 4812114  
The Chief Executive Officer: Itemoheng District Hospital, Private Bag X9, SENEKAL, 9600

**FOR ATTENTION** : Me M.N. Kumalo

**POST 01/86** : **NURSING ASSISTANT (2 POSTS) REFERENCE: H/N/114**

**SALARY CENTRE REQUIREMENTS** : R46 200 per annum  
Stoffel Coetzee District Hospital, Smithfield

**DUTIES** : \*Grade 10 (or equivalent) Certificate. \*Enrolment with the South African Nursing Council as a Nursing Auxiliary. Recommendations: Relevant previous experience.  
All Nurse Assistant duties in a ward.

**ENQUIRIES APPLICATIONS** : Mrs M.E. Terblanché Tel. No. (051) 6830168  
The Chief Executive Officer: Stoffel Coetzee District Hospital, Private Bag X 5, SMITHFIELD, 9966

**FOR ATTENTION** : Mrs M.E. Terblanché

**POST 01/87** : **NURSING ASSISTANT (2 POSTS) REFERENCE: H/N/207**

**SALARY CENTRE REQUIREMENTS** : R46 200 per annum  
Tokollo District Hospital, Heilbron

**DUTIES** : \*Grade 10 (or equivalent) Certificate. \*Enrolment with the South African Nursing Council as a Nursing Auxiliary.  
Provide a comprehensive nursing service in hospital wards according to scope of practice.

**ENQUIRIES APPLICATIONS** : Mrs N.Y. Kgotlagomang, Tel. No. (058) 8523030/9  
The Chief Executive Officer: Tokollo/Mafube Complex, Private Bag X 8, HEILBRON, 9650

**FOR ATTENTION** : Ms N.Z. Mbalo

**POST 01/88** : **HANDYMAN REFERENCE: H/H/32**

**SALARY CENTRE REQUIREMENTS** : R46 200 per annum  
National District Hospital, Bloemfontein

**DUTIES** : ABET literacy. Recommendations: Appropriate experience in general maintenance.  
\*Support with some maintenance work. \*Exercise control over tools, supplies and other equipment. \*Render support to Artisans. \*Support with maintenance, repairs, cleaning, plant inspections and transporting of materials.

**ENQUIRIES APPLICATIONS** : G.H. Prinsloo, Tel. No. (051) 4039626  
The Chief Executive Officer: National District Hospital, Private Bag X20598, BLOEMFONTEIN, 9300

**FOR ATTENTION** : P.A. Mehlwana

**POST 01/89** : **FOREMAN: CLEANING SERVICES REFERENCE: H/F/45**

**SALARY CENTRE REQUIREMENTS** : R46 200 per annum  
Dr J.S. Moroka District Hospital, Thaba Nchu

**DUTIES** : Appropriate experience. Recommendations: Good communication and supervision skills.  
\*Draw allocation of cleaning personnel accordingly. \*Ensure proper use of protective clothing by cleaners to prevent cross infection. \*Ensure and maintain cleanliness of the floors, furniture and windows daily. \*Ensure availability of cleaning equipment. \*Management and supervision to colleagues.

**ENQUIRIES APPLICATIONS** : Mr A.K. Setlogelo, Tel. No. (051) 8739933  
The Chief Executive Officer: Dr J.S. Moroka District Hospital, Private Bag X707, SELOSESHA, 9783

**FOR ATTENTION** : Mr G.J. Molokoane

**POST 01/90** : **FOOD SERVICE SUPERVISOR (4 POSTS) REFERENCE: H/F/46**

**SALARY CENTRE REQUIREMENTS** : R46 200 per annum  
Dr J.S. Moroka District Hospital, Thaba Nchu

**DUTIES** : \*Grade 10 (or equivalent) Certificate. \*Appropriate experience. \*Supervisory/leadership and catering skills. Recommendations: Good communication and interpersonal skills.  
\*Plan, supervise, organize and control the kitchen and food services. \*Observing patients' diets. \*Ordering of food and checking its quality.

**ENQUIRIES APPLICATIONS** : Mr A.K. Setlogelo, Tel. No. (051) 8739933  
The Chief Executive Officer: Dr J.S. Moroka District Hospital, Private Bag X707, SELOSESHA,

**FOR ATTENTION** : Mr G.J. Molokoane

**POST 01/91** : **SENIOR OPERATOR (2 POSTS) REFERENCE: H/O/36**

**SALARY CENTRE REQUIREMENTS** : R46 200 per annum  
Mofumahadi Manapo Mopeli Regional Hospital, Witsieshoek

**DUTIES** : ABET, able to read and write. Recommendations: \*Good interpersonal relations. \*Must be able to work under pressure. \*Relevant experience of working in the boiler house.  
\*Operate coal fired boilers. \*Do operation and routine maintenance on boilers. \*Report defects. \*Must be willing to work shifts. \*Monitor water quality, oil level and main pipelines.

**ENQUIRIES APPLICATIONS** : Mr M.A. Phoofolo, Tel. No. (058) 7183294/5/6  
The Chief Executive Officer: Mofumahadi Manapo Mopeli Regional Hospital, Private Bag X 820, WITSIESHOEK, 9870

**FOR ATTENTION** : Mr M.A. Phoofolo

**POST 01/92** : **HOUSEKEEPING SUPERVISOR REFERENCE: H/H/31**

**SALARY CENTRE** : R46 200 per annum  
Phekolong District Hospital, Bethlehem

**REQUIREMENTS** : \*Grade 10 (or equivalent) Certificate. \*Computer literacy. \*Relevant experience. Recommendations: \*Knowledge of Housekeeping supervision. \*Ability to work under pressure.

**DUTIES** : \*Ensure the service meets the quality assurance standards. \*Ensure cleanness of the kitchens and meets COHSASA standards. \*Provide any other assistance as required. \*Attend meetings.

**ENQUIRIES APPLICATIONS** : Mr Mncube / Me McGregor, Tel. No. (058) 3035123  
The Chief Executive Officer: Phekolong District Hospital, Private Bag X1, BETHLEHEM, 9700

**FOR ATTENTION** : Me Kala

**POST 01/93** : **DRIVER (EXTRA HEAVY) REFERENCE: H/D/35**

**SALARY CENTRE REQUIREMENTS** : R46 200 per annum  
Phekolong/Nketoana District Hospital Complex 3  
\*A valid code 10 driver's license with public driver's permit. \*Ability to read and write and good interpersonal skills. \*Have good interpersonal/human relation skills and possess the ability to communicate freely and easily with other employees, the general public and personnel. \*Good verbal and written communication skills. \*Be creative, flexible and highly motivated. Recommendations: Driver's license.

**DUTIES** : \*Render a service as a driver for goods and the personnel to ensure the safe transportation. \*Ensure that all personnel and goods transported reach their destination. \*Ensure that the use of vehicles is for official purpose only. \*Conduct routine maintenance of vehicles to ensure timeous reporting of defects. \*Maintain prescribed records and logs with regard to vehicles and goods.

**ENQUIRIES APPLICATIONS** : Me A. Mosea / Mr M. Mncube, Tel. No. (058) 3035123  
The Chief Executive Officer: Phekolong District Hospital, Private Bag X1, BETHLEHEM, 9700

**FOR ATTENTION** : Me C.H. Kala

**POST 01/94** : **TRADESMAN AID II REFERENCE: H/T/30**

**SALARY CENTRE REQUIREMENTS** : R40 227 per annum  
Parys District Hospital  
Appropriate experience, Recommendations: \*Ability to work under pressure \*Flexibility with regard to allocation of duties

**DUTIES** : \*Good interpersonal relations \*Good written and communication skills \*Confidentiality

**DUTIES** : Key Responsibilities: \*Perform under direct supervision and with the minimum training but with a high level of independence and responsibility \*Manual labour of a simplistic nature as indicated below: Assist artisan/personnel/handyman ,where necessary, in the execution of their construction and maintenance duties by cleaning and preparing the objects on which work is to be done, carrying tools and handing them over when it is needed, Giving aid with the physical performance of the artisan/handyman tasks (fastening bolts, sanding furniture, binding pipes etc.) and performing simplistic artisan/handyman tasks themselves

**ENQUIRIES APPLICATIONS** : Me M S Radebe, Tel. No. (056) 8162111  
The Chief Executive Officer: Parys District Hospital, Private Bag X 5, PARYS, 9585

**FOR ATTENTION** : Me M M Van Der Walt

**POST 01/95** : **ADMINISTRATION CLERK GRADE I (ADMISSIONS) (4 POSTS) REFERENCE: H/A/254**

**SALARY CENTRE REQUIREMENTS** : R40 227 per annum  
National District Hospital, Bloemfontein  
\*Grade 10 (or equivalent) Certificate. Recommendations: \*Computer literate. \*Interpersonal relations.

**DUTIES** : \*Admit patients. \*Work in Record Section. \*Safekeeping of patient's money. \*Shift worker and night duty.

**ENQUIRIES** : M. Bronn, Tel. No. (051) 4039601

**APPLICATIONS** : The Chief Executive Officer: National District Hospital, Private Bag X20598, BLOEMFONTEIN, 9300

**FOR ATTENTION** : P.A. Mehlwana

**POST 01/96** : **GENERAL WORKER II REFERENCE: H/G/30**

**SALARY CENTRE REQUIREMENTS** : R40 227 per annum  
Leseding Clinic, Lindley: Local Area Nketoana  
\*ABET literacy. \*Physical fitness to handle the physical demands of a general worker.

**DUTIES** : \*Perform cleaning services of a routine nature by utilizing a variety of aids (dusters, brooms, polish machines, etc.) \*Collects and washes dishes and cups. \*Provide support to the supervisors. \*Help out in the garden and laundry.

**ENQUIRIES APPLICATIONS** : Mrs S.W. Wentzel, Tel. No. (058) 3038113  
The District Manager: Thabo Mofutsanyana District, Private Bag X 824, WITSIESHOEK, 9870

**FOR ATTENTION** : H. van Zyl

**POST 01/97** : **GENERAL WORKER II REFERENCE: H/G/32**

**SALARY CENTRE REQUIREMENTS** : R40 227 per annum  
Mofumahadi Manapo Mopeli Regional Hospital, Witsieshoek  
Ability to read and write. Recommendations: \*Good written and verbal communication skills. \*The nature of the work is physical and it will be expected of the incumbent to walk, climb ladders, and work in dusty, wet and enclosed areas.

**DUTIES** : \*Assist the artisan with maintenance, repair and manufacturing work. \*Cleaning, safekeeping of tools. \*Plant inspection and transporting materials.

**ENQUIRIES APPLICATIONS** : Mr M.A. Phoofolo, Tel. No. (058) 7183202  
The Chief Executive Officer: Mofumahadi Manapo Mopeli Regional Hospital, Private Bag X820, WITSIESHOEK, 9870

**FOR ATTENTION** : Mr M.A. Phoofolo

**POST 01/98** : **GENERAL WORKER II REFERENCE: H/G/33**

**SALARY CENTRE REQUIREMENTS DUTIES ENQUIRIES APPLICATIONS** : R40 227 per annum  
Free State Psychiatric Complex, Bloemfontein  
\*Hard working and ready to learn. \*ABET.  
Delivery of items, pack shelves, general work.  
Me M. Grobler, Tel. No. (051) 4079202  
The Chief Executive Officer: Free State Psychiatric Complex, Private Bag X20607, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Mr D.E. Kolomba

**POST 01/99** : **GROUNDSMAN II (3 POSTS) REFERENCE: H/G/31**

**SALARY CENTRE REQUIREMENTS** : R40 227 per annum  
Mofumahadi Manapo Mopeli Regional Hospital, Witsieshoek  
Ability to read and write. Recommendations: \*Good written and verbal communication skills. \*The nature of the work is physical and it will be expected of the incumbent to walk, climb ladders, work in dusty, wet and enclosed areas.

**DUTIES** : \*Assist the artisan with maintenance, repair and manufacturing work. \*Cleaning, safekeeping of tools. \*Plant inspection and transporting materials.

**ENQUIRIES APPLICATIONS** : Mr M.A. Phoofolo, Tel. No. (058) 7183202  
The Chief Executive Officer: Mofumahadi Manapo Mopeli Regional Hospital, Private Bag X820, WITSIESHOEK, 9870

**FOR ATTENTION** : Mr M.A. Phoofolo

**POST 01/100** : **REGISTRY CLERK GRADE I REFERENCE: H/R/45**

**SALARY CENTRE** : R40 227 per annum  
Dr J.S. Moroka District Hospital, Thaba Nchu

**REQUIREMENTS** : \*Grade 10 (or equivalent) Certificate. \*Computer literacy. \*Appropriate experience. Recommendations: \*Communication and interpersonal skills. \*Ability to organize. \*Be able to maintain confidentiality.

**DUTIES** : \*Administrate all incoming/outgoing mail/ faxes/photocopies/circulars and notices. \*Tracking and opening of files. \*Filing of personnel records. \*Keep registry office equipment in good working condition. \*Assist with other administrative duties.

**ENQUIRIES** : M.P. Likotsi, Tel. No. (051) 8739894

**APPLICATIONS** : The Chief Executive Officer: Dr J.S. Moroka District Hospital, Private Bag X707, SELOSESHA, 9783

**FOR ATTENTION** : G.J. Molokoane

**POST 01/101** : **DRIVER REFERENCE: H/D/37**

**SALARY** : R40 227 per annum

**CENTRE** : Dr J.S. Moroka District Hospital

**REQUIREMENTS** : \*Code 10 driver's license with public driver's permit. \*Literacy skills. Recommendations: Appropriate experience in driving skills.

**DUTIES** : \*To make deliveries. \*Load and offload. \*Collect specimens. \*Drive officials to and from meetings. \*Report all vehicle defects to supervisor. \*Executing transport duties as duly authorized. \*Delivering of mail to different institutions.

**ENQUIRIES** : Mr P.A. Moathodi, Tel. No. (051) 8739933

**APPLICATIONS** : The Chief Executive Officer: Dr J.S. Moroka District Hospital, Private Bag X707, SELOSESHA, 9783

**FOR ATTENTION** : Mr G.J. Molokoane

**POST 01/102** : **DRIVER I REFERENCE: H/D/37**

**SALARY** : R40 227 per annum

**CENTRE** : Free State Psychiatric Complex, Bloemfontein

**REQUIREMENTS** : \*Hard working and ready to learn. \*ABET. \*Driver's license. Recommendations: Public driver's permit license.

**DUTIES** : Transport of patients and goods.

**ENQUIRIES** : Me M. Grobler, Tel. No. (051) 4079202

**APPLICATIONS** : The Chief Executive Officer: Free State Psychiatric Complex, Private Bag X20607, BLOEMFONTEIN, 9300

**FOR ATTENTION** : Mr D.E. Kolomba

**POST 01/103** : **HOUSEHOLD AID II (5 POSTS) REFERENCE: H/H/33**

**SALARY** : R40 227 per annum

**CENTRE** : Dr J.S. Moroka District Hospital (MDR)

**REQUIREMENTS** : Good communication and interpersonal skills.

**DUTIES** : \*Perform under direct supervision and with the minimum training, manual labour of a simple nature as indicated below. \*Cleaning and preparing the objects on which work is done. \*Render assistance to Food Service Aid in specific areas.

**ENQUIRIES** : Mr A.K. Setlogelo, Tel. No. (051) 8739933

**APPLICATIONS** : The Chief Executive Officer: Dr J.S. Moroka District Hospital, Private Bag X707, SELOSESHA, 9783

**FOR ATTENTION** : Mr G.J. Molokoane

**POST 01/104** : **FOOD SERVICE AID II REFERENCE: H/F/47**

**SALARY** : R40 227 per annum

**CENTRE** : Dr J.S. Moroka District Hospital, Thaba Nchu

**REQUIREMENTS** : ABET with appropriate experience.

**DUTIES** : \*Prepare and supply nutritious food to patients. \*Responsible for equipment use to serve patients. \*Cleaning the kitchen.

**ENQUIRIES** : Mr A.K. Setlogelo, Tel. No. (051) 8739933

**APPLICATIONS** : The Chief Executive Officer: Dr J.S. Moroka District Hospital, Private Bag X707, SELOSESHA, 9783

**FOR ATTENTION** : Mr G.J. Molokoane

**POST 01/105** : **FOOD SERVICE AID II REFERENCE: H/F/48**

**SALARY** : R40 227 per annum  
**CENTRE** : Parys District Hospital  
**REQUIREMENTS** : ABET with appropriate experience.  
**DUTIES** : \*Ability to work under pressure \*Flexibility with regard to allocation of duties \*Good interpersonal relations \*Good written and verbal communication skills \*Confidentiality

**DUTIES** : Key Responsibilities: \*All tasks emanating from the preparation and serving of food \*The preparation and serving of tea/coffee \*Supply water to the personnel \*Keep kitchen, dining hall and food storage areas clean and tidy \*Pack supplies received in the food storage areas \*Wash cutlery

**ENQUIRIES** : Me M S Radebe, Tel. No. (056) 8162111  
**APPLICATIONS** : The Chief Executive Officer: Parys district Hospital, Private Bag X 5, PARYS, 9585

**FOR ATTENTION** : Me M M Van Der Walt

**POST 01/106** : **PROVISIONING ADMINISTRATION CLERK GRADE I REFERENCE: H/P/457**

**SALARY** : R40 227 per annum  
**CENTRE** : Free State Psychiatric Complex, Bloemfontein  
**REQUIREMENTS** : \*Grade 10 (or equivalent) Certificate. \*Experience in Supply Chain Management. Recommendations: LOGIS.  
**DUTIES** : Supply Chain Management duties as orders, quotations, assets and others on rotational basis.  
**ENQUIRIES** : Me M. Grobler, Tel. No. (051) 4079202  
**APPLICATIONS** : The Chief Executive Officer: Free State Psychiatric Complex, Private Bag X20607, BLOEMFONTEIN, 9300  
**FOR ATTENTION** : Mr D.E. Kolomba

**POST 01/107** : **TELECOM OPERATOR REFERENCE: H/T/29**

**SALARY** : R40 227 per annum  
**CENTRE** : Free State Psychiatric Complex, Bloemfontein  
**REQUIREMENTS** : \*Grade 10 (or equivalent) Certificate. Recommendations: \*Customer Care and Telephone Etiquette Certificate  
**DUTIES** : Key Responsibilities: \*Ensure effective handling of switchboard duties \*Ensure effective communication with internal and external clients \*Prepared to work shifts and overtime \*Able to help with faxes  
**ENQUIRIES** : Me S F Lekhetho, Tel. No. (051) 4079248/4079911  
**APPLICATIONS** : The Chief Executive Officer: Free State Psychiatric Complex, Private Bag X 20607, BLOEMFONTEIN, 9300  
**FOR ATTENTION** : S F Lekhetho

**POST 01/108** : **LAUNDRY AID II REFERENCE: H/L/27**

**SALARY** : R40 227 per annum  
**CENTRE** : Boitumelo Regional Hospital, Kroonstad  
**REQUIREMENTS** : \*Ability to read and write \*Appropriate experience  
**DUTIES** : Key Responsibilities: \*To maintain high standards in rendering effective and efficient laundry service as required by the institution \*To Maintain good standards in prevention of cross infection  
**ENQUIRIES** : Mr N S Mkwane, Tel. No. (056) 2165358  
**APPLICATIONS** : The Acting Chief Executive Officer: Boitumelo Regional Hospital, Private Bag X 47, KROONSTAD, 9500  
**FOR ATTENTION** : Mr N S Mkwane

**POST 01/109** : **TRADESMAN AID II (2 POSTS) REFERENCE: H/T/28**

**SALARY** : R40 227 per annum  
**CENTRE** : National District Hospital, Bloemfontein  
**REQUIREMENTS** : Ability to read and write. Recommendations: \*Good written and communication skills. \*The nature of the work is physical and it will

be expected of the incumbent to work, climb ladders and work in dusty, wet and enclosed areas.

**DUTIES** : \*Assist Artisans and Handyman with maintenance, repair and manufacturing work, cleaning, safekeeping of tools, plant inspection and transporting materials. \*Perform maintenance work within his/her abilities.

**ENQUIRIES APPLICATIONS** : G.H. Prinsloo, Tel. No. (051) 4039626  
The Chief Executive Officer: National District Hospital, Private Bag X20598, BLOEMFONTEIN, 9300

**FOR ATTENTION** : P.A. Mehlwana

**POST 01/110** : **PORTER REFERENCE: H/P/450**

**SALARY CENTRE REQUIREMENTS** : R35 916 per annum  
Dihlabeng Regional Hospital, Bethlehem  
\*Appropriate experience. \*Healthy and strong. Recommendations:  
\*Able to read and write. \*Physical fitness. \*Willing to work shifts.

**DUTIES** : \*To transport patients by bed, chair or trolley to and from various Departments as well as Ambulances and motor vehicles. \*To remove corpses with mortuary trolleys from all applicable areas to the mortuary. \*Getting beds and orthopaedic appliances to and from storerooms. \*Maintain equipment used in-patient services in working order and keep it clean. \*Assist Nursing staff with aggressive patients and lifting of heavy patients.

**ENQUIRIES APPLICATIONS** : Mr L. Rossouw, Tel. No. (058) 3035331  
The Chief Executive Officer: Dihlabeng Regional Hospital, Private Bag X 3, BETHLEHEM, 9700

**FOR ATTENTION** : Mr L. Rossouw

**POST 01/111** : **MESSANGER REFERENCE: H/M/96**

**SALARY CENTRE REQUIREMENTS** : R35 916 per annum  
Dr J.S. Moroka District Hospital, Thaba Nchu  
\*ABET - Ability to read and write \*Driver's license. Recommendations: \*Communication, listening and interpersonal skills. \*Be able to maintain confidentiality.

**DUTIES** : \*To deliver mail, circulars, manuals and other documents. \*Assist with execution of functions in registry, finance, supply chain management and human resources divisions. \*Keep registers of received and delivered items.

**ENQUIRIES APPLICATIONS** : Me M.P. Likotsi / Mr G.J. Molokoane, Tel. No. (051) 873 9894 /(051) 873 9966  
The Chief Executive Officer: Dr J.S. Moroka District Hospital, Private Bag X707, SELOSESHA, 9783

**FOR ATTENTION** : Mr G.J. Molokoane

**POST 01/112** : **MESSANGER REFERENCE: H/M/99**

**SALARY CENTRE REQUIREMENTS DUTIES** : R35 916 per annum  
Boitumelo Regional Hospital, Kroonstad  
\*ABET - Ability to read and write \*Appropriate experience  
Key Responsibilities: \*Fetch post, patient files, photo-copies, typing and other forms of documentation and articles to deliver \*Keep register of documents received and delivered \*Assist with the execution of functions attached to the registration and accounts division

**ENQUIRIES APPLICATIONS** : Mr N S Mkwane, Tel. No. (056) 2165358  
The Acting Chief Executive Officer: Boitumelo Regional Hospital, Private Bag x 47, KROONSTAD, 9500

**FOR ATTENTION** : Mr N S Mkwane