

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

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

NOTE : It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department. Kindly note that excess personnel will receive preference, Shortlisted candidates with disabilities are to provide information on how the selection process can be adapted to suit their needs for purposes of reasonable accommodation.

MANAGEMENT ECHELON

POST 01/25 : **HEAD: CLINICAL UNIT (MEDICAL) (PRINCIPAL SPECIALIST: FORENSIC PATHOLOGY SERVICES)**
Division of Forensic Medicine and Toxicology

SALARY : Remuneration package: R892 287 per annum (A portion of the package can be structured according to the individual's personal needs).

CENTRE : University of Cape Town/Groote Schuur Hospital

REQUIREMENTS : Inherent requirements of the job: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Forensic Pathology. A valid driver's licence. Registration with a professional council: Registration with the HPCSA as a Medical Specialist in Forensic Pathology. Experience: A minimum of 7 years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in Forensic Pathology. Advanced FPS experience. Competencies (knowledge/skills): Ability to communicate clearly and discreetly in person and in writing. Ability to achieve and maintain good interpersonal and working relations with staff and clients, with knowledge of Batho Pele and the patients' rights/responsibility charters. Creativity to develop new ideas, which can result in changes to existing methods, techniques, and procedures. Fluency in two of the three indigenous languages in the Western Cape. Knowledge and experience of Forensic Pathology and Clinical Forensic procedures and documentation. Ability and experience in doing research, research methodologies, Knowledge of FPS policies, protocols and techniques. Good working knowledge of relevant legislation, regulations and policies governing medical forensic procedures and investigations. Above average computer and software literacy. Teaching and training skills. Selection testing: The successful candidate will be subjected to security clearance prior to appointment.

DUTIES : Key result areas/outputs: Forensic Post Mortem examinations, completion of all investigations and documentation in relevant cases, and oral evidence in post judiciary proceedings related thereto. Provide specialist advice in Forensic Pathology to the Chief Specialist and Division of Forensic Medicine UCT. Teaching and training of post-graduate and under-graduate medical students; Forensic Officers, Medical, Criminal Investigation, and Justice groups in Medico-legal Autopsies, and related investigations. Perform a quality assurance role in the FPS activities within the region.

ENQUIRIES : Prof L Martin (021) 406-6412

APPLICATIONS : The Director, Human Resource Management, Department of Health, PO Box 2060, Cape Town, 8000

FOR ATTENTION : Ms C Versfeld

CLOSING DATE : 5 February 2010

OTHER POSTS

POST 01/26 : **PHARMACIST GRADE 1 TO 3: 2 POSTS**
Directorate: Supply Chain Management

SALARY : Grade 1: R302 319 per annum. Grade 2: R349 263 per annum. Grade 3: R381 900 per annum (A portion of the package can be structured according to the individual's personal needs).

CENTRE : Head Office, Western Cape Medical Supplies Centre

REQUIREMENTS : Minimum education qualification: Registration with the South African Pharmacy Council as a Pharmacist Experience: Grade 2: A minimum of 5 years appropriate experience after registration as a Pharmacist with the South African Pharmacy Council. Grade 3: A minimum of 13 years appropriate experience after registration as a Pharmacist with the South African Pharmacy Council. Inherent requirements of the job: Computer Literacy and previous logistic experience. Sound knowledge of laws relating to pharmacy. Competencies (Knowledge/skills): Knowledge of Good Pharmaceutical Practice and Best Warehouse Practice to ensure safe and reliable storage, control and distribution of quality pharmaceuticals. Recommendation: Management experience.

DUTIES : Key result areas/outputs: Implementation and monitoring of adherence to all Standard Operating Procedures (SOP's) and guidelines in keeping with legislative requirements and national and provincial policies. Ensure sound Drug Supply Management (DSM) practices by ensuring implementation, monitoring and control of DSM principles within the Western Cape Medical Supplies Centre. Supervision of stores personnel (Pharmacist's Assistants and General Workers) including development and personnel evaluations. Act as Tutor of Pharmacist's Assistants.

ENQUIRIES : Mr S Theron, tel. no. (021) 483-2140

APPLICATIONS : The Director : Human Resource Management, Department of Health, PO Box 2060, Cape Town, 8000.

FOR ATTENTION : Ms C Versfeld

CLOSING DATE : 5 February 2010

POST 01/27 : **HEAD OF DEPARTMENT (NURSING COLLEGE)**
Directorate: Nursing Services

SALARY : R 296 382 (PN-D3) per annum

CENTRE : Western Cape College of Nursing, Surwell

REQUIREMENTS : Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council as Professional Nurse. Post basic qualification in Nursing Education with the South African Nursing Council. Experience: A minimum of 9 years appropriate/recognisable experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience in Nursing Education after obtaining the 1 year post basic qualification in Nursing Education. Experience in Midwifery Nursing Science. Inherent requirements of the job: Valid code B/EB driver's licence. Computer literacy. Registration with a professional council: Registration with the South African Nursing Council as Professional Nurse in Nursing Education. Recommendation: Demonstrate a sound understanding of Nursing Legislation, ethical issues in Nursing, Scope of Practice and Nursing standards. Note: The Provincial Government of the Western Cape is presently finalising an agency agreement for the Western Cape College of Nursing to be managed in terms of its academic function on an agency basis by the Cape Peninsula University of Technology with the possible relocation in the future.

DUTIES : Key result areas/outputs: Participate in overall executive management of the College. Supervise, co-ordinate and provide guidance to academic staff and the Health Service regarding programme implementation. Provision of high quality nurse training programmes and curricula in accordance with the standards and provisions of the South African Nursing Council. Supervision of students. Co-ordinate the provision of education and training programmes to student nurses. Manage clinical learning exposure to students between college and clinical areas. Develop and ensure implementation of quality assurance programmes. Collaborate with other stakeholders and build a sound relationship in the Department/College.

ENQUIRIES : Mrs BA Rafferty, tel. no. (021) 684-1211

APPLICATIONS : The College Principal, Western Cape College of Nursing, Private Bag, Surwell, 7762

FOR ATTENTION : Ms SO Telemachus

CLOSING DATE : 5 February 2010

POST 01/28 : **PROFESSIONAL NURSE (LECTURER) 7 POSTS**
Directorate: Nursing Services

SALARY : Grade 1: R195 936 (PN-D1) per annum. Grade 2: R240 981 (PN-D2) per annum.

CENTRE : Western Cape College of Nursing, Surwell.

REQUIREMENTS : Minimum education qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council as Professional Nurse. Post –basic nursing qualification in Nursing Education registered with the South African Nursing Council. Experience: Grade 1: A minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the South African Nursing Council in General Nursing. Grade 2: A minimum of 14 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the South African Nursing Council in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in Nursing Education after obtaining the 1-year post-basic qualification in Nursing Education. Experience in Community-Based Education, Problem Based Education and Outcome Based Education. Experience as a Nursing Lecturer. Inherent requirements of the job: Valid drivers licence (Code EB). Registration with a professional council: Registration with the South African Nursing Council as Professional Nurse in Nursing Education. Competencies (Knowledge/skills): Good communication skills (written and verbal). Ability to work independently and to think logically. Computer literacy. Recommendation: Diploma/Degree in Nursing Administration. Note: The Provincial Government of the Western Cape is presently finalising an agency agreement for the Western Cape College of Nursing to be managed in terms of its academic function on an agency basis by the Cape Peninsula University of Technology with the possible relocation in the future.

DUTIES : Key result areas/outputs: Facilitate the learning process and co-ordinate the basic or post-basic course programmes for student nurses. Evaluate the theoretical and clinical performance of the student nurses to ensure a safe, competent nurse practitioner. Evaluate and revise the curriculum relevant to the course objectives. Manage the identified nurse education programmes. Conduct surveys and research relating to nursing education and nurses service matters.

ENQUIRIES : Mrs B Rafferty, tel. no. (021) 684-1211

APPLICATIONS : The College Principal, Western Cape College of Nursing, Private Bag, Surwell, 7762

FOR ATTENTION : Ms SO Telemachus

CLOSING DATE : 5 February 2010

POST 01/29 : **INDUSTRIAL TECHNICIAN (DENTAL)**
Directorate: Engineering and Technical Support

SALARY : R130 425 per annum

CENTRE : Clinical Engineering, Goodwood

REQUIREMENTS : Minimum education qualification: National Diploma (T-N or S stream) Electronics and/or Mechanical or registration as Engineering Technician in terms of section 14(1) 14(2) of the Engineering Profession of South Africa Act, 1990. Experience: Experience in repair, maintenance and installation of dental and related equipment. Inherent requirements of the job: Willing to work overtime, stay away and travel throughout the Western Cape Province. Valid drivers licence. Competencies (Knowledge/skills): Excellent ability to fault find and repair down to component level. Practical hands-on experience with repair of dental equipment. Computer literacy. Good written and verbal communication skills.

DUTIES : Key result areas/outputs: Support section head by: Completing task with time limits. Liaising with clients with regards to information and work progress. Ensuring compliance with Occupational Health and Safety Act. Ensuring continuity of service by assisting other sections, prioritising work and consideration of operational requirements. Admin duties in the section: Requesting of parts and service via Logis system. Maintaining of maintenance management and internal records Writing reports and assisting with specifications. Production: Carry out maintenance, repairs and installation of dental and related medical equipment. Visit institutions to maintain service routes and preventative maintenance schedules.

ENQUIRIES : Mr Gary Lee/Mr A Moelich, tel. no. (021) 591-7126

APPLICATIONS : The Deputy Director: Administration, Hospital Engineering Services: Bellville, Private Bag X21, Parow, 7500.

FOR ATTENTION : Ms L Petersen

CLOSING DATE : This advert will be valid for a period of 6 months up to 9 July 2010. The recruitment process will commence after 5 February 2010.

POST 01/30 : **ORAL HYGIENIST**
(Chief Directorate: Metro District Health Services)

SALARY : R 130 425 per annum.
CENTRE : Khayelitsha Community Health Centre
REQUIREMENTS : Minimum educational qualification: Relevant Diploma in Oral Hygiene. Registration with a professional council: Registration with the Health Professions Council of South Africa as Oral Hygienist. Inherent requirement of the job: Valid driver's licence.

DUTIES : Key result areas/outputs: Oral health education and promotion at schools and related institutions. Needs assessment and collection of base line oral health data in the sub-districts. Planning of preventative and the promotion of oral health programmes in the sub-districts. Implementation and monitoring of preventative oral health programmes at schools and institutions. In-service training of health personnel. Liaison with other organisations in respect of oral health programmes. Completion of daily statistics. Clinical duties.

ENQUIRIES : Sr Notshe, Tel no. (021) 361-3816
APPLICATIONS : The Chief Director: Metro District Health Services, 8 Riebeek Street, 2nd Floor, Southern Life Building, Cape Town, 8000.

FOR ATTENTION : Ms W Smith
CLOSING DATE : 5 February 2010

POST 01/31 : **LAUNDRY MANAGER**
Directorate: Engineering and Technical Support

SALARY : R105 645 per annum.
CENTRE : Tygerberg Laundry
REQUIREMENTS : Minimum education qualification: Diploma/Certificate in Laundry Management or equivalent qualification. Experience: Experience in managing an Industrial Laundry. Inherent requirements of the job: Extensive knowledge in the management of an Industrial Laundry. Valid drivers licence. Competencies (Knowledge/skills): A good knowledge of Laundry equipment and the operation thereof. The ability to work under pressure. Computer literacy. Knowledge of procurement administration processes.

DUTIES : Key result areas/outputs: Overall control, coordination and organisation of a production line. Responsible for personnel and the provisioning administration for a production line. Assisting with the auditing of linen. Providing training for subordinates. Strict adherence to Labour Relations and Occupational Health and Safety Act.

ENQUIRIES : Mr I Strelensky, tel. no. (021) 933-0834/5/6.
APPLICATIONS : The Deputy Director: Hospital Engineering Services: Bellville, Private Bag X21, Parow, 7500

FOR ATTENTION : Ms L Petersen
CLOSING DATE : 5 February 2010