

**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.

OTHER POSTS

POST 04/143 : **MEDICAL SPECIALIST GRADE 1 TO 3 (PAEDIATRIC BURNS SURGERY)**

SALARY : Grade 1: R 924 378 per annum
Grade 2: R 1 056 915 per annum
Grade 3: R 1 226 595 per annum, (A portion of the package can be structured according to the individual's personal needs. It will be expected of the successful candidate to participate in a system of remunerated commuted overtime).

CENTRE REQUIREMENTS : Red Cross War Memorial Children's Hospital, Rondebosch
Minimum educational qualification: Appropriate qualification that allows registration with Health Professions Council of South Africa (HPCSA) as Medical Specialist in Plastic Surgery, Paediatric Surgery or General Surgery. Registration with a professional council: Registration with the HPCSA as a Medical Specialist in Plastic Surgery, Paediatric Surgery or General Surgery. Experience: Grade 1: None after registration with the HPCSA as a Medical Specialist in Plastic Surgery, Paediatric Surgery or General Surgery. Grade 2: A minimum of 5 years appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as Medical Specialist in Plastic Surgery, Paediatric Surgery or General Surgery. Grade 3: A minimum of 10 years appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as Medical Specialist in Plastic Surgery, Paediatric Surgery or General Surgery. Inherent requirement of the job: After-hours cover as appropriate to level of experience. Competencies (knowledge/skills): Ability to manage a busy paediatric burns unit and do specialist acute paediatric burn care operations unaided. Expertise in burn reconstructive surgery will be advantageous. Ability to supervise Registrars and Medical Officers in acquiring operative experience. Ability to initiate research, strong academic record in terms of teaching and research supported by publications and presentations. Commitment to attaining advanced surgical skills. Computer literacy, the ability to develop and work with databases. Ability to communicate effectively (verbal and written) in at least two of the three official languages of the Western Cape. Experience in paediatric burn injuries management, both in acute and rehabilitation phases. Ability to work in a team. Note: No payment of any kind is required when applying for this post. Candidates, who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted with their job application/on appointment. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)".

DUTIES : Key result areas/outputs: Provide full time leadership and oversight of the day-to-day running of the Burns Unit. Assess, investigate and manage patients referred to the Red Cross War Memorial Children's Hospital Burns Service, serving children from the Western Cape and beyond. Manage the Out-patient Service for burns cases. Assist when required, with cross-cover for plastic or paediatric surgery service at Red Cross War Memorial Children's Hospital, depending on the registered basic specialty. Ensuring, as part of a team, continuous improvements in the quality, efficiency and outcome of management of children with burns.

Actively participate in all the academic activities of the department. Train under/post-graduate students and other health personnel.

ENQUIRIES : Prof A Numanoglu, e-mail: alp.numanoglu@uct.ac.za

APPLICATIONS : The Chief Executive Officer: Red Cross War Memorial Children's Hospital, Private Bag X5, Rondebosch, 7700

FOR ATTENTION : Mr P Petersen

CLOSING DATE : 10 February 2017

POST 04/144 : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: MENTAL HEALTH)**
(Chief Directorate: Metro District Health Services)

SALARY : Grade 1: R 317 271 (PN-B1) per annum
Grade 2: R 390 216 PN-B2) per annum

CENTRE : Vanguard Community Health Centre

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post-basic nursing qualification, with duration of at least one year, accredited with the SANC in Advanced Psychiatric Nursing Science. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: Grade 1: A minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 14 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in Psychiatry after obtaining the one year post-basic qualification as mentioned above. Inherent requirement of the job: Valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Good interpersonal and communication skills. Computer literate (Microsoft Office). Knowledge of and insight into relevant legislation and policies related to mental illness. Effective written and verbal communication in at least two of the three official languages of the Western Cape. Note: No payment of any kind is required when applying for this post. Candidates who are not in possession of the required qualifications will be appointed into the general stream, and they will be required to obtain the necessary qualifications within a predetermined period of time. Candidates without the required post-basic qualifications can only be appointed if no suitable candidates with the required educational qualifications could not be found. "Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted with their job application/on appointment. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)".

DUTIES : Key result areas/outputs: Actively participate in the clinical management and nursing care to patients with Mental Health problems within the Sub-district. Provide support and capacity development to PHC personnel for Sub-district level services and students and peers. Promote community development and participation in mental health care delivery. Liaise with other role players. Conduct research related to mental health and service delivery.

ENQUIRIES : Mr L Mbang, Tel no: (021) 695-8244

APPLICATIONS : The Director: Metro District Health Services, Southern/Western Sub-structure Office, DP Marais Nurses Home, Corner of White & Main Roads, Retreat, 7945 or P.O. Box 30360, Tokai, 7966

FOR ATTENTION : Mr F Le Roux

CLOSING DATE : 10 February 2017

POST 04/145 : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: TRAUMA AND EMERGENCY) 2 POSTS**
(Chief Directorate: Metro District Health Services)

SALARY : Grade 1: R 317 271 (PN-B1) per annum

**CENTRE
REQUIREMENTS**

Grade 2: R 390 216 (PN-B2) per annum
:
Eerste River Hospital
:
Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post-basic nursing qualification with a duration of at least 1 year in diploma, accredited with the SANC in Medical and Surgical Nursing Science: Critical Care Nursing: Trauma and Emergency or Medical and Surgical Nursing Sciences: Critical Care Nursing: General. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: Grade 1: A minimum of 4 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 14 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in the specific speciality after obtaining 1 year post-basic qualification as mentioned above. Inherent requirement of the job: Willingness to work shifts, day and night duty, weekends and public holidays, as well as overtime to meet the operational requirements, including standby and acting. Competencies (knowledge/skills): Demonstrate an understanding of Nursing and Health service related procedures, statutes and other relevant legal frame works such as Acts, Principles, Regulations, Disciplinary Code and Procedure and Grievance procedures. Good communication, report writing, problem solving, decision making, planning and organising and computer skills. Excellent communication skills (both written and verbal) in at least two of the three official languages of the Western Cape. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility Note: No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a practical test. Candidates who are not in possession of the required qualifications will be appointed into the general stream, and they will be required to obtain the necessary qualifications within a predetermined period of time. Candidates without the required post-basic qualifications can only be appointed if no suitable candidates with the required educational qualifications could not be found. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted with their job application/on appointment. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)

DUTIES

: Key result areas/outputs: Provision of optimal, holistic specialised nursing care within set standards, and within a professional/legal framework. Effective utilisation of Human, financial and material resources. Participate in training, development and research. Provide support service to the Nursing Services and the institution. Provide professional, technical and management support for the provision of quality patient care.

**ENQUIRIES
APPLICATIONS**

: Ms M Luphondo, Tel no: (021) 902 8010/24
:
The Acting Manager: Medical Services, Eerste River Hospital, Humboldt Road, Eerste River, 7100

**FOR ATTENTION
CLOSING DATE**

: Ms N Wege
:
10 February 2017

POST 04/146

CLINICAL TECHNOLOGIST GRADE 1 TO 2 (REPRODUCTIVE BIOLOGY)

SALARY

: Grade 1: R262 020 per annum
:
Grade 2: R308 649 per annum

**CENTRE
REQUIREMENTS**

: Tygerberg Hospital, Parow Valley
:
Minimum educational qualification: Appropriate qualification that allows for the required registration with the Health Professions Council of South Africa (HPCSA) as Clinical Technologist Reproductive Biology. Registration with the professional council: Registration with the HPCSA as Clinical Technologist Reproductive Biology (Independent Practice). Experience: Grade 1: None after registration with

the HPCSA in Clinical Technology Reproductive Biology in respect of South African qualified employees. 1 Year relevant experience after registration with the HPCSA in Clinical Technology Reproductive Biology in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Grade 2: Minimum of 10 years relevant experience after registration with HPCSA in Clinical Technology Reproductive Biology in respect of South African qualified employees. Minimum of 11 years relevant experience after registration with HPCSA in Clinical Technology Reproductive Biology in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Competencies (knowledge/skills): Interest in and ability to do routine tests, administration and practical training of student interns in Reproductive Biology in a Reproductive Biology milieu. General management experience of all aspects of an Andrology/ART laboratory. Experience in the practical training of student interns in Reproductive Biology. Theoretical and practical knowledge of Andrology and assisted reproductive technology related subjects and procedures. Ability to do practical training of student interns in Reproductive Biology. Ability to work with computers and possession of good communication skills. Ability to work well within a group and maintain confidentiality and work without supervision. Note: No payment of any kind is required when applying for this post. "Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted with their job application/on appointment. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)".

- DUTIES** : Key result areas/outputs: Effective administration of an Andrology/IVF laboratory service and laboratory personnel. Daily routine laboratory procedures and service to patients. Manage and order stock and equipment. Practical training of student interns (i.e. medical scientists and clinical technologists).
- ENQUIRIES** : Dr ML de Beer, Tel no: (021) 938-4851 or mlw@sun.ac.za
- APPLICATIONS** : The Chief Executive Officer: Tygerberg Hospital, Private Bag X3, Tygerberg, 7505
- FOR ATTENTION** : Ms V Meyer
- CLOSING DATE** : 10 February 2017

PROVINCIAL ADMINISTRATION: WESTERN CAPE GOVERNMENT

Exciting opportunities for persons who want to make a difference. The WCG is guided by the principles of Employment Equity. Disabled candidates are encouraged to apply and an indication in this regard would be appreciated.

- APPLICATIONS** : In order to take the first step towards your dream career in the Western Cape Government, you need to submit your application online via www.westerncape.gov.za/jobs
- NOTE** : Only applications submitted online will be accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department and may also be required to undergo competency assessments/proficiency test. Please regard your application as unsuccessful if you do not get a reply within 3 months after the closing date.

DEPARTMENT OF TRANSPORT AND PUBLIC WORKS

- APPLICATIONS** : To apply submit your application online via www.westerncape.gov.za/jobs
- CLOSING DATE** : 12 February 2017 @ 16:00

MANAGEMENT ECHELON

- POST 04/147** : **DEPUTY DIRECTOR-GENERAL: FINANCE REF NO: TPW 2017-13**
- SALARY** : All-inclusive salary package of R 1 299 501 - R 1 463 892 per annum, Level 15. The remuneration package consists of a basic salary (70%) and the employer's

**CENTRE
REQUIREMENTS**

contribution to the Pension Fund. The remainder of the package may be structured according to your personal requirements.

: Department of Transport and Public Works, Western Cape
: A relevant undergraduate qualification and a post graduate qualification (NQF level 8) as recognised by SAQA. Minimum of 8 years' senior management experience. Minimum of 6 years' relevant experience within a financial management and supply chain management environment. Recommendation: Proven experience in the ability to ensure financial governance, management accounting and portfolio management services would serve as a recommendation. Competencies: The ability to interpret and apply legislation, policies, processes, procedures, practices and reports. Good People Management practices and planning. The ability to develop reports and submissions in such a manner that it is able to be presented precisely to the executive of the Department and the Province. Ability to translate the vision of the Department into Branch: Finance goals as well as develop and implement strategies to support this.

DUTIES

: Strategic Capability and leadership (including change management). Active involvement in all material business decisions to ensure that the immediate and long term implications, opportunities and risks are identified and provided to the Head of Department in order to be fully considered. Overall promotion of good financial management so that public coffers are safeguarded at all times and are used and proportioned appropriately, economically and efficiently with the view of achieving the aforementioned. Participate in the development and implementation of the Department's strategy and the resourcing of strategic objectives in a sustainable manner. To align programmes and operational support so as to ensure compliance with the relevant legislation. Initiate, support and champion organisational transformation and change in order to successfully implement new initiatives and deliver on service delivery commitments. Programme and Project Management. Manage (develop, implement, evaluate and adjust) programmes / projects that lead to the achievement of the long-term strategic objectives of the Department as contained within the Departmental 5-year strategic plan. Ensure efficient and effective oversight and management for all financial resources/ aspects of the Branch: Finance, underpinned by the Public Finance Management Act and corporate governance practices. Manage and oversee financial planning, forecasting, cash flow, risk management and reporting so as to ensure that budgets are aligned to the strategic objectives of the Branch and using this information to improve financial management. People management within the Branch in order to achieve the predetermined performance indicators and service delivery imperatives. Manage (directly and indirectly) the 200+ staff in order to encourage them and optimise outputs as well as effectively manage relationships in order to achieve the Department's goals. This includes actively managing the performance of direct staff through evaluation processes and rewarding staff within the Branch where required.

ENQUIRIES

: Ms JT Gooch, Head of Department Tel no: (021) 483 2826

DEPARTMENT OF THE PREMIER

**APPLICATIONS
CLOSING DATE**

: To apply submit your application online via www.westerncape.gov.za/jobs
: 19 February 2017 @ 16:00

MANAGEMENT ECHELON

POST 04/148

: **DIRECTOR: EMPLOYEE RELATIONS REF NO: DOTP 2017-9**

SALARY

: All-inclusive salary package of R898 743 – R 1 058 691 per annum, Level 13. Note: The remuneration package consists of a basic salary (70%) and the employer's contribution to the Pension Fund. The remainder of the package may be structured according to your personal needs.

**CENTRE
REQUIREMENTS**

: Department of the Premier, Western Cape
: B-degree level qualification as recognised by SAQA on NQF level 7 in a relevant field, i.e. Law, Human Resources or Industrial Psychology. Minimum of 5 years' senior/ middle management experience within a people management environment (including employee relations). A valid South African Drivers' license. Recommendation: It would serve as a recommendation to have labour law as a

subject within your qualification. Competencies: Advanced knowledge and understanding of collective bargaining. Advanced knowledge of People Management and Employee Relations as well as modern systems of governance and administration. Knowledge of global, regional and local political, economic and social affairs impacting on the provincial government of the Western Cape. Knowledge of Constitutional, legal and institutional arrangements governing the South Africa public sector. Knowledge of inter-governmental and international relations. Overall and in depth knowledge of the Public Service Act, the Labour Relations Act, The Basic Conditions of Employment Act and The Employment Equity Act as well as general policies governing the government of the day. Skills: Strong negotiation skills. The skills required of a high level in-house advisor. Strong analytical, conceptual and formulation skills. Strong leadership skills with specific reference to the ability to display thought leadership in complex applications. Team building and strong inter-personal skills. Excellent communication skills and the ability to think "pro-actively" and "on your feet". Outstanding planning and organizing skills. Advanced computer literacy skills. Personal attributes: The ability to render advice and guidance in an objective yet dedicated manner. The ability to multi-task, deal with ambiguity and manage under rapidly changing and pressurized circumstances. The ability to persuade and influence as well as handle conflict. The ability to lead and direct teams of professionals to a common goal.

DUTIES

: Line Management: Provide strategic direction with regard to employee relations in accordance with legislative imperatives. Render an employee relations policy advisory service. Continuous assessment of and reporting on the employee relations climate in the province. Monitor the consistent application of collective agreements of a transversal nature. Provide professional and support services in respect of the employer's participation in collective bargaining processes. Render advice with regard to the application of employee relations legislation, regulations and guidelines. Facilitate and coordinate employee relations matters regarding misconduct, disputes and grievances. Implement measures in order prevent employee unrest. Strategic Management: Contribute to strategic management within people management. Active involvement in the development and management of the strategic and business plans for the Directorate. Evaluate the performance of the Directorate on a continual basis against pre-determined key objectives and with the aim of improving service delivery. Analyse and propose business process improvements in employee relations. Provide reports on a regular basis on the activities of the Directorate, and on matters of substantial importance to the Western Cape Government in order to guide training and mitigation strategies. People Management: Participation in the recruitment of staff to ensure the achievement of the Directorate's Business Plan. Motivate, train and guide staff within the Directorate, to achieve and maintain excellence in service delivery as well as actively manage the performance, evaluation and rewarding of staff within the Directorate. Promote sound employee relations within the Directorate. Actively manage and promote proper discipline within the Directorate. Financial Management: Active participation in the budgeting process at Directorate level. Direct responsibility for the efficient, economic and effective control and management of the Directorate's budget and expenditure in conjunction with reporting to the Sub-Programme Manager on all aspects of the Directorate's finances.

ENQUIRIES

: Ms LS Esterhuysen Tel no: (021) 483 5856