

**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 17/92 : **MEDICAL SPECIALIST GRADE 1 TO 3 (OBSTETRICS AND GYNAECOLOGY)**
(Chief Directorate: General Specialist and Emergency Services)

SALARY : Grade 1: R991 857 per annum
Grade 2: R 1 134 069 per annum
Grade 3: R 1 316 136 per annum
(A portion of the package can be structured according to the individual's personal needs. It will be expected of the successful candidates to participate in a system of remunerated commuted overtime).

CENTRE REQUIREMENTS : George Hospital
Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Obstetrics and Gynaecology. Registration with a professional council: Registration with the HPCSA as a Medical Specialist in Obstetrics and Gynaecology. Experience: Grade 1: None after registration with the HPCSA as Medical Specialist in Obstetrics and Gynaecology. Grade 2: A minimum of 5 years appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employee) as Medical Specialist in Obstetrics and Gynaecology. Grade 3: A minimum of 10 years appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of a foreign qualified employee) as Medical Specialist in Obstetrics and Gynaecology. Inherent requirements of the job: Commuted overtime contract is compulsory. Valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Ability to read, write and speak in at least two of the three official languages of the Western Cape. Computer literacy mandatory. 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: Render an efficient and cost-effective Obstetrics and Gynaecology service to patients managed by the institution and District Health Care Services in the District by balancing throughput with quality. Assist with the effective and efficient administrative and financial management of the Obstetrics and Gynaecology department. Ensure the rational use of resources (medical/surgical sundries and equipment). Ability to perform basic laparoscopic surgery. Assist the Head of the department with Antibiotic stewardship, patient audits and Clinical Governance. Assist with the training of all clinical staff, including 6th year UCT medical students and elective students. Partake in Outreach and Support services to the district and sub-district (PHC) as well as provide ESMOE training and simulation drills.

ENQUIRIES : Dr ZM North, Tel no: (044) 802-4535
APPLICATIONS : The Chief Executive Officer: George Hospital, Private Bag X6534, George, 6530.
FOR ATTENTION : Mr MZ Emandien
CLOSING DATE : 12 May 2017

<u>POST 17/93</u>	:	<u>OPERATIONAL MANAGER NURSING GRADE 1 (GENERAL)</u> (West Coast District)
<u>SALARY</u>	:	R394 665 (PN-A5) per annum
<u>CENTRE</u>	:	Lapa Munnik Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. degree/diploma in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: A minimum of 7 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirements of the job: Valid (Code B/EB) driver's licence and willingness to travel. Willingness to work overtime should the need arise, day or night. Competencies (knowledge/skills): Good decision-making skills. Embrace the concept of change. Proven leadership qualities. Knowledge of the current applicable requirements for the maintaining of high clinical standards. Proven sound interpersonal and management skills and/or management qualification. Computer literacy. Note: No payment of any kind is required when applying for this post.
<u>DUTIES</u>	:	Key result areas/outputs: Coordinate optimal holistic nursing care provided within set standards and a professional/legal framework within areas. Manage, supervise and effectively utilise all resources. Maintain professional growth/ethical standards and self-development. Provide effective support to Nursing Services. Participate in training and research. Supervise support services in cooperation with Sub-district Management including: effective management of cleaning services, food services, information management, finance management with input in budget monitoring meetings, people management, case management, grounds maintenance. Direct interaction and involvement in the primary health care services platform of the Bergriver Sub-district and commitment to the promotion of integrated health care service.
<u>ENQUIRIES</u>	:	Ms PE Robyn, Tel no: (022) 487-9204
<u>APPLICATIONS</u>	:	The Manager: Medical Services, Swartland Hospital, Private Bag X, Malmesbury, 7299.
<u>FOR ATTENTION</u>	:	Ms C Julius
<u>CLOSING DATE</u>	:	12 May 2017
<u>POST 17/94</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: TRAUMA AND EMERGENCY)</u>
<u>SALARY</u>	:	Grade 1: R340 431 (PN-B1) per annum Grade 2: R418 701 (PN-B2) per annum
<u>CENTRE</u>	:	Red Cross War Memorial Children's Hospital, Rondebosch
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Council (SANC) as a Professional Nurse. A post-basic nursing qualification with a duration of at least 1 year accredited with the SANC in Medical and Surgical Nursing Science: Critical Care Nursing: Trauma and Emergency or Medical and Surgical Nursing Science: Critical Care Nursing: General/Medical and Surgical Nursing Science: Critical Care Nursing: Child. Experience: Grade 1: A minimum of 4 years appropriate/ recognised 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 specialty after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirements of the job: Availability to do an extensive after hour call for the transplant-service. May be required to work shifts, weekends, night duty, public holidays and assist in departments. Valid Code (B/EB) drivers licence. Competencies (knowledge/skills): Computer literacy in Microsoft Office. Ability to communicate in at least two of the three official languages of the Western Cape. Knowledge and insight of relevant legislation and policy related to this nursing specialty within the public sector. Ability to function independently, as well as part of a multi-disciplinary team. Effective interpersonal and counselling skills. Good organisational skills and the ability to function under pressure. 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: The individual will be based in the Emergency Services and be primarily responsible for: Provide a transplant co-ordination service, and holistic, comprehensive specialised nursing care within a professional/legal framework in emergency services. Effectively manage and utilise Human and Financial Resources to ensure optimal operational function in the area. Initiate and participate in training, development and research within the nursing department. Deliver a support service to the Nursing Service and the institution. Maintain ethical standards and promote professional growth and self-development.

ENQUIRIES : Ms M Franken, Tel no: (021) 658-5187
APPLICATIONS : The Chief Director: Red Cross War Memorial Children's Hospital, Private Bag X5, Rondebosch, 7700.

FOR ATTENTION : Mr P Petersen
CLOSING DATE : 12 May 2017

POST 17/95 : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: MENTAL HEALTH)**
 (Chief Directorate: Metro District Health Services)

SALARY : Grade 1: R340 431 (PN-B1) per annum
 Grade 2: R418 701 (PN-B2) per annum

CENTRE : Kraaifontein 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 1 year accredited with SANC in Advanced Psychiatry 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 1 year post-basic qualifications as mentioned above. Inherent requirements of the job: Willingness to work shifts, including extended hours. Willingness to work at Durbanville in outreach facility. Competencies (knowledge/skills): Good interpersonal, planning and organisational skills. Excellent verbal and written communication skills in at least two of the three official languages of the Western Cape. Computer literacy (MS Office). Knowledge of the Nursing Act and relevant Regulations. Knowledge of the Mental Health Care Act, Child Health Act, and other relevant legislation. 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: Render an effective and comprehensive nursing treatment and care to patients. Provide continuous holistic and comprehensive nursing care, manage financial and administration duties and manage human resources. Work as part of the multi-disciplinary team to ensure quality nursing

care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Data collection.

ENQUIRIES : Ms L Steyn, Tel no: (021) 987 0080
APPLICATIONS : The Director: Tygerberg/Northern Sub-structure Office, Nurses Home, 1st Floor, Karl Bremer Hospital, Private Bag X99, Bellville, 7535.
FOR ATTENTION : Ms A Kader
CLOSING DATE : 19 May 2017

POST 17/96 : **SENIOR ADMINISTRATIVE OFFICER: INFORMATION MANAGEMENT**
(Overberg District)

SALARY : R281 418 per annum
CENTRE : Overstrand Sub-district, (Overberg District)
REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate knowledge and experience in Information Management. Inherent requirements of the job: Valid driver's licence (Code B) and willingness to travel. Willingness to perform overtime duties when required. Competencies (knowledge/skills): Technical knowledge, report writing and data management skills. Advanced knowledge and experience in the National and Provincial Information Systems and Databases. People management and Project management. Knowledge and experience in planning and policy development process. Knowledge and experience in HAST data management will be an advantage. Note: No payment of any kind is required when applying for this post.

DUTIES : Key result areas/outputs: Ensure effective information management to all relevant role players within the Sub-District. Report writing and information management during campaigns. Adherence and maintenance of quality data at all times within the Sub-District. Conduct audits within the Sub-District. Project management with regards to IT matters and Systems optimisation. Perform Supervisory function within the Health Information Management team within the Sub-district.

ENQUIRIES : Ms MA Samuels, Tel no: (028) 313 5301
APPLICATIONS : The Director: Overberg District, Private Bag X07, Caledon, 7230.
FOR ATTENTION : Ms A Brits
CLOSING DATE : 19 May 2017

POST 17/97 : **RADIOGRAPHER (RADIOLOGY ONCOLOGY) 5/8TH**

SALARY : Grade 1: R219 699 per annum
Grade 2: R258 792 per annum
Grade 3: R304 845 per annum

CENTRE : Tygerberg Hospital, Parow Valley
REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as an Independent Practice Radiographer in Radiation Oncology. Registration with a professional council: Registration with the HPCSA as an Independent Practice Radiographer in Radiation Oncology. Experience: Grade 1: None after registration with the HPCSA in Radiography Oncology. Grade 2: Minimum of 10 years relevant experience after registration with the HPCSA in Radiography Oncology. Grade 3: Minimum of 20 years relevant experience after registration with the HPCSA in Radiography Oncology. Inherent requirement of the job: Willingness to work after-hours. Competencies (knowledge/skills): Render administrative and information support to Unit Manager. Clinical training of students. Note: No payment of any kind is required when applying for this post.

DUTIES : Key result areas/outputs: Radiotherapy treatment and planning according to clinician's instructions and taking care of patients. Perform quality assurance procedures. Keep accurate records. Participate in continuing professional development activities. Perform effectively as part of a multi-disciplinary team.

ENQUIRIES : Ms R Wessels, Tel no: (021) 938-4701
APPLICATIONS : The Chief Executive Officer: Tygerberg Hospital, Private Bag X3, Tygerberg, 7505
FOR ATTENTION : Ms V Meyer
CLOSING DATE : 12 May 2017

POST 17/98 : **PORTER 2 POSTS**
(Chief Directorate: General Specialist and Emergency Services)

SALARY : R90 234 per annum
CENTRE : New Somerset Hospital
REQUIREMENTS : Minimum requirement: Basic numeracy and literacy. Experience: Appropriate experience in a public health facility. Inherent requirements of the job: Willingness to work shifts, including nightshift. Willingness to handle bodies (corpses). Competencies (knowledge/skills): Good interpersonal skills. Ability to communicate 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

DUTIES : Key result areas/outputs: Accompany walking and immobile patients to various sections in the facility. Assist with loading patients in/out of ambulances/vehicles and assist staff with the transfer of patients to beds/trolleys. Collect patient records in various service areas for filing purposes. Assist with shifting medical equipment to and from rooms. Responsible for cleaning trolleys and wheelchairs and report faulty equipment to Supervisor. Assist with transporting deceased bodies from Emergency room to the mortuary.

ENQUIRIES : Mr Y George, Tel no: (021) 402 6182
APPLICATIONS : The Chief Executive Officer: New Somerset Hospital, Private Bag, Green Point, 8005

FOR ATTENTION : Mr Z Sonkwala
CLOSING DATE : 19 May 2017

POST 17/99 : **FOOD SERVICES AID**
(Chief Directorate: Metro District Health Services)

SALARY : R90 234 per annum
CENTRE : False Bay Hospital
REQUIREMENTS : Minimum requirement: Basic literacy and numerical skills. Experience: Appropriate experience in a large scale, Food Service Unit. Inherent requirements of the job: Willingness to work shifts and overtime which include weekends and public holidays. Must be healthy and strong enough to lift heavy objects and be on their feet the entire day. Competencies (knowledge/skills): Knowledge of production for normal and therapeutic diets in an Industrial Foodservice Unit on a large scale. Knowledge of hygiene, occupational health, HACCP and safety principles. Ability to read, speak and write 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.

DUTIES : Key result areas/outputs: Assist in the receipt and storage of all provisions and stock in the foodservice unit. Pre-prepare and produce all normal and therapeutic diets. Weigh, dish and distribute food to various wards. Clean all areas, utensils and equipment in the Food Service Department. Financial Management and Human Resource support to Supervisor.

ENQUIRIES : Mr H Johnson, Tel no: (021) 782 1121
APPLICATIONS : The Manager: Medical Services, False Bay Hospital, PM Office, Bag X1, Vallyland, Fish Hoek, 7978.

FOR ATTENTION : Ms L Shoosmith
CLOSING DATE : 19 May 2017

POST 17/100 : **CLEANER**
(Chief Directorate: Metro District Health Services)

SALARY : R83 766 per annum
CENTRE : Nolongile Community Health Centre
REQUIREMENTS : Minimum requirement: Basic numeracy and literacy. Experience: Appropriate experience as a Cleaner in a Health Facility. Experience with the use of cleaning equipment, materials and detergents. Infection Control and Occupational Health and Safety experience. Inherent requirement of the job: Willingness to work flexible hours. Competencies (knowledge/skills): Fluency 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.

DUTIES : Key result areas/outputs: Provide a clean and hygienic environment in and outside the health care facility to prevent the spread of infection. Plan and organise cleaning of facility with available resources. General cleaning and maintenance (i.e. dust, sweep, polish, scrub, mop, clean windows and walls). Ensure that cleaning equipment, (i.e. polisher and scrubbing machines, mops, brooms and buckets) are

clean after usage and securely stored. Actively involved in infection control and occupational health and safety activities.

ENQUIRIES
APPLICATIONS

: Ms B Gaji-Mbunge, Tel no: (021) 387 4230
: The Director: Khayelitsha Eastern Sub-structure, Khayelitsha District Hospital,
Corner of Steve Biko and Walter Sisulu Drive, Khayelitsha, 7784.

FOR ATTENTION
CLOSING DATE

: Ms Z Willie
: 12 May 2017