

**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 18/211** : **CHIEF ARCHITECT GRADE A (EMERGENCY MEDICAL SERVICES, FORENSIC AND OTHER)**  
Directorate: Infrastructure Programme Delivery

**SALARY** : R805 806 per annum (A portion of the package can be structured according to the Individual's personal need)

**CENTRE** : Norton Rose House, Head Office, Cape Town

**REQUIREMENTS** : Minimum educational qualification: B Degree in Architecture or equivalent qualification. Registration with a professional council: Registration as Professional Architect with the South African Council for the Architectural Profession (SACAP). Experience: 6 years post qualification architectural experience. Inherent requirements of the job: Able to work outside of normal office hours. Travel, including early morning and late night air flights. Valid (Code B/EB) driver's licence. Overnight stays away from home whilst on official business. Sufficiently physically fit and healthy to walk long distances in the confines of the building and on site and carry out inspections. Competencies (knowledge/skills): Knowledge of the Standard for Infrastructure Procurement and Delivery Management and the IDMS Toolkit. Understand the roles and legal obligations of role-players at all three spheres of Government and Public Entities. Experience in project management and stakeholder management. Good organising, problem solving and interpersonal skills. Sound interpersonal and good verbal and written communication skills in at least two of the three official languages of the Western Cape. Computer literacy (MS Office). Note: No payment of any kind is required when applying for this post.

**DUTIES** : (key result areas/outputs): Programme and Project Planning. Programme and Project Implementation and Monitoring. Project Commissioning. Programme and Project Evaluation. Management of built environment programmes and interaction with a wide range of role-players and stakeholders across all spheres of Government/Private Sector and Communities. Monitor and control the delivery of health infrastructure programmes on time, within budget and within defined quality standards.

**ENQUIRIES** : Ms L Spieringshoek-Martins, Tel no: (021) 483 0859

**APPLICATIONS** : The Director: People Practices and Administration, Department of Health, PO Box 2060, Cape Town, 8000.

**FOR ATTENTION** : Ms C Dawood

**CLOSING DATE** : 19 May 2017

**POST 18/212** : **MEDICAL SPECIALIST GRADE 1 TO 3 (RADIOLOGY) (5/8TH)**  
(Chief Directorate: General Specialist and Emergency Services)

**SALARY** : Grade 1: R 619 911 per annum,  
Grade 2: R 708 792 per annum,  
Grade 3: R 822 585 per annum. (A portion of the package can be structured according to the individual's personal needs).

**CENTRE** : Paarl Hospital

**REQUIREMENTS** : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Specialist in Radiology. Registration with a professional council: Registration with the HPCSA as Medical Specialist in Radiology. Experience Grade 1: None after registration with the HPCSA as Medical Specialist in Radiology. Grade 2: A minimum of 5 years appropriate experience as a Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Radiology. Grade 3: A minimum of 10 years appropriate experience as a Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of a foreign qualified

employee) as a Medical Specialist in Radiology. Inherent requirement of the job: Valid Code B/EB drivers licence. Competencies (knowledge/skills): Literacy and proficiency in at least two of the three official languages of the Western Cape. Computer literacy (i.e. ability to work with digital imaging modalities and a PACS system). Ability to use voice dictation software, Outlook, Excel, Word and PowerPoint. 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 Radiology service to patients managed by the Paarl Hospital and District Health Care Services. Ensure clinical governance for the Radiology Service at Paarl Hospital. Deliver effective and efficient administration of the Radiology Department in partnership with the radiographers. Plan and partake in the training of staff including radiographers, registrars, medical officers, community service MO's, interns and medical students. Performance and reporting of imaging investigations including, but not limited to fluoroscopic studies, CT scan, mammography, ultrasound and limited interventional image-guided procedures.

**ENQUIRIES** : Dr CSJ Louw, Tel no: (021) 860 2500  
**APPLICATIONS** : The Acting Chief Executive Officer: Paarl Hospital, Private Bag X3012, Paarl 7620  
**FOR ATTENTION** : Mr KN Cornelissen  
**CLOSING DATE** : 19 May 2017

**POST 18/213** : **OPERATIONAL MANAGER NURSING (SPECIALTY: OPERATING THEATRE)**

**SALARY** : R 499 953 (PN-B3) per annum  
**CENTRE** : Tygerberg Hospital, Parow Valley  
**REQUIREMENTS** : Minimum educational qualifications: Basic R425 qualification (i.e. Diploma or Degree in Nursing) or equivalent qualification that allows registration as Professional Nurse with the South African Nursing Council (SANC). A post-basic nursing qualification, with a duration of at least 1 year, accredited with SANC in Medical Surgical Nursing Science: Operating Theatre Nursing. Registration with a professional council: Registration with the SANC as Professional Nurse and proof of current registration (i.e. annual licensing receipt of 2016/17). Experience: A minimum of 9 years appropriate/recognisable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. At least 5 years of the period above must be appropriate recognisable experience in the theatre after obtaining the 1 year post-basic Operating Theatre Nursing Science qualification. Inherent requirement of the job: Will be required to work shifts, weekends and public holidays. Competencies (knowledge/skills): Basic computer literacy. 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 promote quality patient care through the setting, implementation and monitoring of standards. Ability to function independently as well as part of a multi-disciplinary team. Effective communication, interpersonal, leadership, decision making, and conflict resolution skills. Good organisational skills and the ability to function under pressure. Note: No payment of any kind is required when applying for this post.

**DUTIES** : (key result areas/outputs): The candidate will be responsible for planning, managing, co-ordinating and maintaining an optimal, specialised Nursing Service as an Operational Manager in Theatre setting. Effective management and utilisation of 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 E Linden-Mars. Tel no: (021) 938-4055  
**APPLICATIONS** : Chief Executive Officer: Tygerberg Hospital, Private Bag X3, Tygerberg, 7505  
**FOR ATTENTION** : Ms V Meyer  
**CLOSING DATE** : 19 May 2017

<b><u>POST 18/214</u></b>	:	<b><u>COMMUNICATIONS OFFICER</u></b> (Directorate: Communications)
<b><u>SALARY</u></b>	:	R226 611 per annum
<b><u>CENTRE</u></b>	:	Stationed at Red Cross War Memorial Children's Hospital, (Head Office, Cape Town)
<b><u>REQUIREMENTS</u></b>	:	Minimum educational qualification: A formal qualification (Degree/Diploma) in Communication, Journalism, or Public Relations. Inheritance of the job: Valid driver's licence. Experience: Appropriate experience in the relevant field. Competences (knowledge/skills): Excellent verbal and written communication skills. Strong interpersonal skills. Good time management skills. Excellent writing and editing skills in English, Afrikaans and or Xhosa. Comprehensive media management experience. Sound knowledge of how the media works, examples to be provided. Computer literacy (MS Word, Excel, PowerPoint, Internet, e-mail and Drupal, i.e. Adobe In-design, Photoshop etc). Note: No payment of any kind is required when applying for this post.
<b><u>DUTIES</u></b>	:	(key result areas/outputs): Implementation of communication plans, programmes and campaigns. Identification and utilisation of opportunities to enhance the reputation of Health Western Cape among other external stakeholders, including the general public, the mass media, study groups, NGOs and CBOs, and international agencies. Brand management. Website Management (Drupal and Social Media Management). Project & Event Management. Internal Communications (Strategy and implementation).
<b><u>ENQUIRIES</u></b>	:	Mr D Francis, Tel no: (021) 483 6632
<b><u>APPLICATIONS</u></b>	:	The Director: Peoples Practices and Administration, Department of Health, PO Box 2060, Cape Town, 8000.
<b><u>FOR ATTENTION</u></b>	:	Ms C Dawood
<b><u>CLOSING DATE</u></b>	:	19 May 2017
<b><u>POST 18/215</u></b>	:	<b><u>ADMINISTRATION CLERK: SUPPORT (INFORMATION MANAGEMENT)</u></b> (Chief Directorate: Metro District Health Services)
<b><u>SALARY</u></b>	:	R152 862 per annum
<b><u>CENTRE</u></b>	:	Grassy Park Community Day Centre
<b><u>REQUIREMENTS</u></b>	:	Minimum educational qualification: Grade 12/Senior Certificate. Experience: Appropriate experience in Information Management. Competencies (knowledge/skills): Understanding the Ditcom process and Information Technology. Knowledge and experience in SINJANI; PHCIS, Clinicom, TIER.net. Proficiency in at least two of the three official languages of the Western Cape. Computer literacy (MS Word, Excel, PowerPoint and Access). No payment of any kind is required when applying for this post.
<b><u>DUTIES</u></b>	:	Key result areas/outputs: Perform administrative role as a member of the information management team and participate in health information co-ordinating activities. Collect, collate, compile data, validate data, analyse data trends, ensure proper data flow, data quality monitoring and prepare data reports for meetings. Capture data on the system. Local supervision of the Tier.net database, computer hardware, software issues and IT related queries. Effective patient folder management.
<b><u>ENQUIRIES</u></b>	:	Mr M Lingani, Tel no: (021) 707 6300
<b><u>APPLICATIONS</u></b>	:	The Director: Southern Western/Sub-structure Office, DP Marais Nurses Home, Corner of White and Main Roads, Retreat 7945 or PO Box 30360, Tokai, 7966.
<b><u>FOR ATTENTION</u></b>	:	Mr F Le Roux
<b><u>CLOSING DATE</u></b>	:	26 May 2017
<b><u>POST 18/216</u></b>	:	<b><u>ORTHOTIC AND PROSTHETIC ASSISTANT GRADE 1</u></b> (Chief Directorate: General Specialist and Emergency Services)
<b><u>SALARY</u></b>	:	R148 221 per annum
<b><u>CENTRE</u></b>	:	Orthotic and Prosthetic Centre, Pinelands
<b><u>REQUIREMENTS</u></b>	:	Minimum Educational Qualification: Appropriate qualification or prescribed in service training (with duration of less than two years) that allows for the required registration with the Health Professions Council of South Africa. Registration with a profession council: Registration with the Health Professions Council of South Africa (HPCSA) as an Orthotic and Prosthetics Assistant after in-house training. Inherent requirement of the job: Ability to communicate in at least two of the three official languages of the Western Cape. Ability to lift patients. Competencies (knowledge/skills): Technical abilities. Computer Literacy. Good Communication

and interpersonal skills. Ability to work independently. Note: No payment of any kind is required when applying for this post.

**DUTIES**

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(key result areas/outputs): Assistance to technicians in all aspects of production and manufacture of Orthotics and Prosthetics. Leather work and sewing of straps or belts for use in appliances. Admin involved in completion of a job. Repairs to orthotics and prosthetics. Maintenance of equipment. Welding.

**ENQUIRIES**

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Ms O Nel, Tel no: (021) 531 5300

**APPLICATIONS**

:

People Management, Western Cape Rehabilitation Centre, Private Bag X19, Mitchell's Plain, 7789

**FOR ATTENTION**

:

Ms Y Mbongo

**CLOSING DATE**

:

26 May 2017