

**PROVINCIAL ADMINISTRATION: GAUTENG  
DEPARTMENT OF HEALTH**

**NOTE** : Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at [www.dpsa.gov.za/documents](http://www.dpsa.gov.za/documents). The Completed and signed form should be accompanied by a recently updated CV as well as certified copies of all qualification/s and ID document( no copies of certified copies allowed, certification should not be more than six months old). Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three (3) months after the closing date please accept that your application was unsuccessful.

**MANAGEMENT ECHELON**

**POST 19/82** : **SENIOR MANAGER MEDICAL SERVICES: REF NO: 000489**  
Directorate: Clinical Services

**SALARY** : R1 55 916 per annum (All inclusive Package)  
**CENTRE** : Dr. George Mukhari Academic Hospital  
**REQUIREMENTS** : Appropriate qualifications that allows registration with the Health Professions Counsel of South Africa (HPCSA) as a Medical Practitioner. Current HPCSA registration (2017-2018) as a Medical Practitioner. A minimum of 10 years appropriate experience after registration with HPCSA as a medical practitioner, of which 3 years must be at management ( Clinical Manager) level. Post graduate Management qualification (e.g. MPH) and experience in Academic/Tertiary hospital will be an added advantage. Computer Literacy in Microsoft Package (MS Word, Excel and Power point) and a valid driver's license. Experience and knowledge in administration, finance and supply Chain Management. Ability to assist in developing a dedicated, responsive, innovative, creative and productive employee corps will be essential. Strong communication, customer management, leadership, interpersonal skills and strategic management. Problem solving, good analytical and decision making skills. The prospective incumbent should have knowledge of good administration procedures relating to specific working environment including norms and standards. Good Planning and organizing skills. Sound knowledge and ability to implement policies and Public Service Legislative framework (such as PSA, PFMA, LRA, and BCOEA). Must be able to work under pressure, cope with high workload and be willing to manage the hospital after hours

**DUTIES** : To give direction to and co-ordinate nursing services within the Department of Health and to manage and give direction to nursing services and direct corporate nursing planning control of quality patient care. To put system in place to ensure that Service delivery meets the required standards as laid down in policies, procedures and Strategic goals of Gauteng Health Department. Develop policies and procedures for safe patients/ client Care and monitor the implementation. Collaborate with other team members in the hospital to identify actual and potential risks. Implement and ensure compliance to the National Core Standards and Six Key Priorities within the area of responsibility. Human Resources Development and Management. Manage performance of all within the area of responsibility. Proactively identifies continuing professional development (CPD). Ensure implementation of the Out and In-reach programs within the catchment and referral areas of Dr. George Mukhari Academic Hospital. Assist with the management of budget, Human Resources and Equipment within the area of responsibility. Participate actively in Research Projects to improve the quality of care. Implement National Strategic Plan for Nurse Education, training and practice. Attend and actively participate in DGMAH monthly meetings, Quarterly reviews, Operational and Strategic Planning Sessions.

**ENQUIRIES** : Dr. F Kgongwana Tel no: (012) 529 3221  
**APPLICATIONS** : Applications can be delivered to: Dr. George Mukhari Academic Hospital, 3111 Setlogelo Drive, Ga-Rankuwa, 0208 or posted to: Dr. George Mukhari Academic Hospital, Private Bag X422, Pretoria 0001 or apply online at: [www.gautengonline.gov.za](http://www.gautengonline.gov.za).

**CLOSING DATE** : 02 June 2017 @ 16:00

**NOTE** : The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity in employment, especially of race, gender and disability', Appointment is subject to the signing of performance agreement contract. The successful candidate will be required to submit to a security clearance check. Application must be submitted on Z83 form obtainable from any Public Service Department or from the website, and must be completed in full. Recently certified copies of qualifications, ID copy and a CV must be attached. It is the responsibility of applicants to have any foreign qualifications verified by the South African Qualification Authority and SAQA evaluation report must accompany such qualifications. The specific reference number of the post must be quoted .Failure to comply with these instructions will disqualify applications from being processed. . Correspondence will be entered with shortlisted candidates only and if you are not contacted within 3 months after closing date please consider your application unsuccessful.

**POST 19/83** : **SENIOR MANAGER NURSING SERVICES: PNA-10 REF NO: 000777**  
Directorate: Nursing Services

**SALARY** : R 851 463 per annum (All Inclusive Package)  
**CENTRE** : Dr. George Mukhari Academic Hospital  
**REQUIREMENTS** : Basic R425 qualification (i.e. An appropriate Bachelor`s Degree / Diploma in nursing or equivalent qualifications that allows registration with the South African Nursing Council) as a professional nurse. Post basic qualification in Nursing Administration/ Management with duration of at least 1 year, accredited with South African Nursing Council. A minimum of eleven (11) years appropriate/ recognizable experience in nursing after registration as a professional nurse. The incumbent must be appropriate/ recognized experience at Nursing Management level, and in management post for a minimum of Six (6) years. Post Basic Nursing qualification with a duration of at least one (1) year accredited by the SANC. Extensive knowledge of the Nursing Act and Regulations, Health Act, Code of Ethics, Professional Practice of the South African Nursing Council, Nursing Standards of practice, Scope of Practice, Occupational Health and Safety Act, and the Mental Health care Act. Knowledge and understanding of the legislative framework governing the Public Service. Should have proven sound managerial skills, computer literacy and knowledge of financial management. Good verbal and written communication skills. Current proof of registration with SANC must be attached. Must be computer literate in Microsoft Package ( MS Word, Excel and Power point) and must have a valid driver`s license. Nursing education will be an added advantage. Willingness to work under pressure and beyond a call of duty.

**DUTIES** : To give direction to and co-ordinate nursing services within the Department of Health and to manage and give direction to nursing services and direct corporate nursing planning control of quality patient care. To put system in place to ensure that Service delivery meets the required standards as laid down in policies, procedures and Strategic goals of Gauteng Health Department. Develop policies and procedures for safe patients/ client Care and monitor the implementation. Collaborate with other team members in the hospital to identify actual and potential risks. Implement and ensure compliance to the National Core Standards and Six Key Priorities within the area of responsibility. Human Resources Development and Management. Manage performance of all within the area of responsibility. Proactively identifies continuing professional development (CPD). Ensure implementation of the Out and In-reach programs within the catchment and referral areas of Dr. George Mukhari Academic Hospital. Assist with the management of budget, Human Resources and Equipment within the area of responsibility. Participate actively in Research Projects to improve the quality of care. Implement National Strategic Plan for Nurse Education, training and practice. Attend and actively participate in DGMAH monthly meetings, Quarterly reviews, Operational and Strategic Planning Sessions.

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#### **OTHER POSTS**

**POST 19/84** : **CLINICAL TECHNOLOGIST REF NO: HRM 23/2017**  
 Directorate: NEUROPHYSIOLOGY

**SALARY** : GRADE 1 R281 148 per annum plus benefits  
 GRADE 2 R331 179 per annum plus benefits  
 GRADE 3 R390 123 per annum plus benefits

**CENTRE** : Steve Biko Academic Hospital  
**REQUIREMENTS** : B.Tech in Clinical Technology- Specialized Category Neurophysiology. Registration with HPCSA as a Clinical technologist- Specialized Category Neurophysiology. Grade1: One to ten years relevant experience after registration with the HPCSA as Clinical Technologist in Neurophysiology. Grade 2: Minimum of 10 years relevant experience after registration with HPCSA Clinical Technology in respect of SA qualified employees. Grade 3 : Minimum of 20 years relevant experience after registration with HPCSA in the relevant profession in respect of RSA qualified employees. Ability to train students, write reports and present lectures. Good communication and interpersonal skills, patience and adaptable towards sick and difficult patients especially children and babies. Professionalism with integrity (honest, patience, hard working, reliable) and ability to perform under pressure, independently and in a team. Must be computer literate.

**DUTIES** : Perform specialized Neurophysiology diagnostic and investigative services according to the SBAH Neurophysiology Unit's i.e. Electroencephalography (EEG), Evoked potentials (Visual, Auditory, Somatosensory, Electrooculography and Electroencephalography), Nerve conduction studies, Polysomnography, Multiple Sleep Latency Test (MSLT), Neonatal EEG recordings. Train and teach students. Engage in Continuous Professional Development. Maintain equipment and facility. Apply infection control. Stock rooms. Do administrative and any other work related services.

**ENQUIRIES** : Mrs A van der Merwe Tel no: (012) 354 2282 or 1233  
**APPLICATIONS** : Applications must be submitted with a Z83 form, certified copies of ID and certificate of qualifications to Steve Biko Academic Hospital, Private Bag x 169, Pretoria, 0001 or hand delivered to Cnr Malherbe & Steve Biko Road, Main Entrance at Level 3. Steve Biko Academic Hospital is committed to the pursuit of diversity and redress. Candidates whose appointment will promote representivity in terms of race, disability and gender will receive preference.

**CLOSING DATE** : 26 May 2017

**POST 19/85** : **DIAGNOSTIC RADIOGRAPHER 3 POSTS REF NO: HRM 24/2017**  
 Directorate: Diagnostic Radiography Department

**SALARY** : GRADE 1 R281 148 per annum plus benefits  
 GRADE 2 R331 179 per annum plus benefits  
 GRADE 3 R390 123 per annum plus benefits

**CENTRE** : Steve Biko Academic Hospital  
**REQUIREMENTS** : Diploma/B-RAD/B-TEC in Diagnostic Radiography. Registration with the HPCSA is compulsory. Computerized literacy essential-all the x-ray unit's digital.

**DUTIES** : Grade1: Diagnostic Radiography in a 24 hour department. To participate in a 24 hour roster. To produce x-ray images according to prescribed protocols, radiation control measures and medico-legal requirements. Assist in the training of Community Services Radiographers, and students. Assist in the

quality assurance of images. Supervise and participate in departmental quality assurance tests. Participate and facilitate in CPD as required by the HPCSA. Assist with quality control tests. Grade2: Grade1 duties and Assist in training of students, Community Service and Grade 1 Radiographers. Quality assurance of images. Assist with quality control tests. Grade3: Grade1 and 2 duties and to assist the students and other qualified Radiographers with problem solving. Assist with quality control tests. Assist in managing of the department. High level of responsibility.

- ENQUIRIES** : Mrs. S van Niekerk Tel no: (012) 354 1379
- APPLICATIONS** : Applications must be submitted with a Z83 form, certified copies of ID and certificate of qualifications to Steve Biko Academic Hospital, Private Bag x 169, Pretoria, 0001 or hand delivered to Cnr Malherbe & Steve Biko Road, Main Entrance at Level 3. Steve Biko Academic Hospital is committed to the pursuit of diversity and redress. Candidates whose appointment will promote representivity in terms of race, disability and gender will receive preference.
- CLOSING DATE** : 26 May 2017
- POST 19/86** : **LAUNDRY SUPERVISOR (TUNNELS) REF NO: S/000787**  
Directorate: Laundry Services
- SALARY** : R127 851 per annum (plus benefits)
- CENTRE** : Masakhane Provincial Laundry
- REQUIREMENTS** : Grade 10/12. ABET: 5 – 10 Years experience. Grade 10 Laundry experience between 2 – 5 years Grade 12 0 – 2 years' Experience in Good communication and Sound Human relations skills.
- DUTIES** : Supervision, and Discipline of staff. Control daily attendance registers. Inspection of Tunnels, for identification of any problems. Ensure using of correct chemicals. Checking of scales. Ensure linen is not mixed. Leave control. Issuing of pass-outs, Evaluation Performance of staff. Oversee maintenance of machinery. Allocation of instructions of daily production needs to staff.
- ENQUIRIES** : Mr Shitlabane, Tel no 012-5646300
- APPLICATIONS** : Masakhane Provincial Laundry and Cookfreez Factory, Private Bag X6 Rosslyn 0200
- FOR ATTENTION** : Mr Shitlabane
- CLOSING DATE** : 26 May 2017
- NOTE** : Applications must be submitted on Z83 form, obtainable from any Public Service Department, or website, which must be completed in full. A certify copy of ID document CV, and Qualifications must be attached. The reference number must be quote. Failure to comply with these instructions will disqualify applications to be processed. Due to the large number of applications we envisage receiving, if you do not receive any response within 2 months, please accept that your application was unsuccessful