

**PROVINCIAL ADMINISTRATION: GAUTENG  
DEPARTMENT OF COMMUNITY SAFETY**

- APPLICATIONS** : Applicants must apply online at: [www.gautengonline.gov.za](http://www.gautengonline.gov.za)
- CLOSING DATE** : 02 June 2017
- NOTE** : Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at [www.gov.za/documents](http://www.gov.za/documents). The completed and signed form Z83 should be accompanied by a recently updated, comprehensive CV as well as certified copies of all qualification(s) and ID-document. The certification must be within three (3) months. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. 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 of this advertisement, please accept that your application was unsuccessful. All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. Suitable candidates will be subjected to a personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification).

**OTHER POST**

- POST 21/68** : **DEPUTY DIRECTOR POLICY, RESEARCH AND INFORMATION MANAGEMENT REF NO: S000885**  
Directorate: Policy, Research and Information Management
- SALARY** : R 657 558 per annum all-inclusive remuneration package
- CENTRE** : Johannesburg
- REQUIREMENTS** : Matric and An Hon'ours Degree in Social Sciences/ A Master's Degree would be an added advantage, 3-5 years' experience in both primary and secondary research. 2-3 years' experience in Junior Management. A valid Driver's license. Knowledge and skills: Knowledge of the functioning of the Criminal Justice System and policing; Financial management skills, Knowledge of different types of Evaluation. Project Management, Research skills, conflict resolution, Exceptional oral and written presentation skills, Strong analytical skills. Strongly qualitative and quantitative research skills, Good writing skills (candidates will be expected to undertake a written simulation). Computer literacy.
- DUTIES** : Conduct evaluation of service delivery projects as undertaken by Law Enforcement Agencies in the province. Develop research instruments. Conduct research on key policy and pertinent policing issues to inform the development of departmental programmes. Liaise with research and academic institutions locally and internationally. Identify best practices on matters of policing.
- ENQUIRIES** : Steven Moteme Tel No. 011 689 3722

**GAUTENG PROVINCIAL TREASURY**

*It is the department's intention to promote equity through the filling of all numeric targets as contained in the Employment Equity Plan. To facilitate this process successfully, an indication of race, gender and disability status is required.*



- APPLICATIONS** : Application should be submitted at Gauteng Provincial Treasury: Ground Floor, Imbumba House, 75 Fox Street, Marshalltown, Johannesburg, or posted to: Private Bag X12, Marshalltown, 2107
- CLOSING DATE** : 2 June 2017

**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 specifying all experience indicating the respective dates (MM/YY) as well as indicating three reference persons with the following information: name and contact number(s), email address and an indication of the capacity in which the reference is known to the candidate as well as certified copies of all qualification/s and ID document( no copies of certified copies allowed, certification should not be more than three (3) months old). Suitable candidates will be subjected to Personnel Suitability Checks (criminal record, citizen, credit record checks, qualification and employment verification). Confirmation of final appointment will be subject to a positive security clearance. All non SA citizens must attach a certified proof of permanent residence in South Africa. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Failure to submit all the requested documents will result in the application not being considered. The persons appointed to this position will be subjected to a security clearance. Gauteng Provincial Treasury (GPT) reserves the right to utilise practical exercises / tests for non-SMS positions and during the recruitment process (candidates who are shortlisted will be informed accordingly) to determine the suitability of candidates for the post(s). GPT also reserves the right to cancel the filling / not to fill a vacancy that was advertised during any stage of the recruitment process. Please use Circular post number as a reference number.

**OTHER POSTS**

**POST 21/69**

: **DEPUTY DIRECTOR – RISK AND COMPLIANCE AUDIT**

Chief Directorate: Gauteng Audit Services

**SALARY**

: R779 295.00 per annum (All-inclusive package)

**CENTRE**

: Johannesburg

**REQUIREMENTS**

: A relevant degree or NQF 7 Diploma with six (6) years' experience. At least 2 years Junior management experience. CIA/CA would be advantageous.

**DUTIES**

: Planning and managing of the projects in the cluster. Performing audits according to GAS standards. Supervising subordinates. Reviewing of reports. Imparting knowledge to colleagues and staff.

**ENQUIRIES**

: Ms Baleseng Sedibe, 011 227-9000

**POST 21/70**

: **DEPUTY DIRECTOR – MONITORING & REPORTING**

Directorate: Provincial Supply Chain Management: re-advertisement. This position was previously advertised in circular 46, dated 18 November 2016, post 46/94. Candidates who applied previously are encouraged to re-apply.

**SALARY**

: R657 558.00 per annum (All-inclusive package)

**CENTRE**

: Johannesburg

**REQUIREMENTS**

: A three year tertiary qualification. 2-3 years' experience as an Assistant Director in the Monitoring, evaluation and reporting environment within the public service. Knowledge and understanding of the functions of Supply Chain Management in the public service will be an added advantage, knowledge of the Public Service Act, the Public Service Regulations and other governing prescripts and policies including the Batho Pele Principles. Understanding of SAP, BAS, ESS and any other operating system within GPT. Good writing skills (Reports and Frameworks).

**DUTIES**

: Monitor, track and report on the implementation of service delivery throughout the Provincial Supply Chain Management branch. Such performance includes the implementation of findings and recommendations from audit reports, annual performance plans, operational plans, the departmental strategic plans, performance contracts, performance development plans and timeous responses to requests for information and legislature responses. Ensure there is a tracking grid which is updated daily on the achievement of deliverables. Follow up with managers where such deliverables remain outstanding and address time frames diligently. Prompt escalation of delays in submission of reports to the DDG. Identify challenges, areas of improvement and propose interventions. Ensure that a sound administrative system with control measures is implemented throughout the Provincial Supply Management branch. Manage and improve partnerships with programme directorates, departments, entities and institutions.

Prepare presentations in Power Point. Communicate with stakeholders. Address and resolve queries. Take meeting resolutions at the branch meetings as the secretariat. Maintain a professional demeanour and consult broadly. The ability to analyse and interpret information including audit reports, strategic plans, the annual performance plans, operational plans, service delivery improvement plans, budgets, policies, prescribed governance frameworks and prepare presentations as and when required. Track, monitor and report on the implementation of service delivery targets. A working knowledge of all stakeholders supported by the branch including partnerships with departments and entities. The ability to coordinate and convene branch meetings. An effective communicator representing the branch at various meetings when required. Addressing and resolving problems. Forward and outward thinking enhancing planning within the department.

**ENQUIRIES** : Ms Baleseng Sedibe, 011 227-9000

**DEPARTMENT OF HEALTH**

***It is the department's intention to promote equity through the filling of all numeric targets as contained in the Employment Equity Plan. To facilitate this process successfully, an indication of race, gender and disability status is required.***

**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 specifying all experience indicating the respective dates (MM/YY) as well as indicating three reference persons with the following information: name and contact number(s), email address and an indication of the capacity in which the reference is known to the candidate as well as certified copies of all qualification/s and ID document( no copies of certified copies allowed, certification should not be more than three (3) months old). Suitable candidates will be subjected to Personnel Suitability Checks (criminal record, citizen, credit record checks, qualification and employment verification). Confirmation of final appointment will be subject to a positive security clearance. All non SA citizens must attach a certified proof of permanent residence in South Africa. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Failure to submit all the requested documents will result in the application not being considered. The persons appointed to this position will be subjected to a security clearance. Gauteng Provincial Treasury (GPT) reserves the right to utilise practical exercises / tests for non-SMS positions and during the recruitment process (candidates who are shortlisted will be informed accordingly) to determine the suitability of candidates for the post(s). GPT also reserves the right to cancel the filling / not to fill a vacancy that was advertised during any stage of the recruitment process. Please use Circular post number as a reference number.

**ERRATUM** : **PROVINCIAL ADMINISTRATION: GAUTENG DEPARTMENT OF HEALTH:** Kindly note that Post 19/82 Senior Manager Medical Services, the correct Salary is R 1 355 916.00 and not as stated in PSVC 19.

**MANAGEMENT ECHELON**

**POST 21/71** : **HEAD OF CLINICAL UNIT ORTHOPAEDICS REF NO: S/000897**  
Directorate: Department of Orthopaedics

**SALARY CENTRE** : R 1 550 331 per annum (all-inclusive package) (excluding commuted overtime)  
: Charlotte Maxeke Johannesburg Academic Hospital and university of Witwatersrand

**REQUIREMENTS** : Appropriate qualifications that allows registration with the HPCSA as Medical Specialist in Orthopaedics. Registration with the HPCSA as Medical Specialist in Orthopaedics. A minimum of 3 years appropriate experience in arthroplasty after registration with the HPCSA as a Medical Specialist in Orthopaedics. Appropriate teaching and learning skills. Demonstrate research skills

**DUTIES** : Provision of in-patients and out-patients in Orthopaedics division and its arthroplasty unit. Organise and conduct clinical service in Orthopaedics division and its arthroplasty unit at CMJAH. Involvement in an outreach programmes within our cluster. Organise and provide lectures and bedside teaching to under and post-graduate students. Organise, monitor and report on research. Monitor and evaluate junior staff performance on a regular basis. Good managerial skills.

		Attend appropriate meetings at the hospital and university where required. Perform administrative duties of the department.
<b><u>ENQUIRIES</u></b>	:	Dr. M. Mofokeng, Tel (011) 488 3365
<b><u>APPLICATIONS</u></b>	:	Applications should be submitted at Charlotte Maxeke Johannesburg Academic Hospital, Admin Building first floor, Room 10, No. 17 Jubilee Road, Parktown, Or apply online at: <a href="http://www.gautengonline.gov.za">www.gautengonline.gov.za</a>
<b><u>CLOSING DATE</u></b>	:	31 December 2017
<b><u>NOTE</u></b>	:	The Department of Health is committed to the achievement and Maintenance of diversity and equity employment, especially of race, gender and disability. Applications must be submitted on a Z83 form with a C.V, Certified copies of I.D. HPCSA Registration and Qualifications to be attached. Suitable candidate will be subjected to personnel suitability checks (criminal record check, citizenship verification, qualification/study verification and previous employment verification) Successful candidates will also be subjected to security clearance processes. Successful will undergo a medical screening test.
<b><u>POST 21/72</u></b>	:	<b><u>HEAD OF CLINICAL UNIT: PSYCHIATRY (CHILD &amp; ADOLESCENT) REF NO: S/000899</u></b> Directorate: Psychiatry (Child & Adolescent)
<b><u>SALARY</u></b>	:	R 1 550 331 per annum (all-inclusive package) (excluding commuted overtime)
<b><u>CENTRE</u></b>	:	Charlotte Maxeke Johannesburg Academic Hospital and university of Witwatersrand
<b><u>REQUIREMENTS</u></b>	:	A Specialist qualification in psychiatry (FCPsych or equivalent) MMedPsych and relevant subspecialist qualification. (Certificate in Child & Adolescent Psychiatry or equivalent) with current registration with Health Professionals council of South Africa as Medical Sub-Specialist in child & Adolescent PLUS at least five(5) years of experience as a Psychiatrist including (3) three years of experience as a child care & adolescent Psychiatrist.
<b><u>DUTIES</u></b>	:	To provide and manage a subspecialist service in the assessment and management of children and adolescent. To supervise other specialists and multi-disciplinary mental health team members. To provide strategic and operational leadership for Child & Adolescent Psychiatry services within the institution. To contribute to clinical management within the hospital. To conduct support and promote teaching and research. To serve as a joint appointee of the Department of Psychiatry, university of the Witwatersrand and to participate in teaching and training of various categories of undergraduate and postgraduate students and health professionals.
<b><u>ENQUIRIES</u></b>	:	Dr. M. Mofokeng, Tel (011) 488 3365
<b><u>APPLICATIONS</u></b>	:	Applications should be submitted at Charlotte Maxeke Johannesburg Academic Hospital, Admin Building first floor, Room 10, No. 17 Jubilee Road, Parktown, Or apply online at: <a href="http://www.gautengonline.gov.za">www.gautengonline.gov.za</a>
<b><u>CLOSING DATE</u></b>	:	31 December 2017
<b><u>NOTE</u></b>	:	The Department of Health is committed to the achievement and Maintenance of diversity and equity employment, especially of race, gender and disability. Applications must be submitted on a Z83 form with a C.V, Certified copies of I.D. HPCSA Registration and Qualifications to be attached. Suitable candidate will be subjected to personnel suitability checks (criminal record check, citizenship verification, qualification/study verification and previous employment verification) Successful candidates will also be subjected to security clearance processes. Successful will undergo a medical screening test.
<b><u>POST 21/73</u></b>	:	<b><u>HEAD OF CLINICAL UNIT: CARDIOLOGY REF NO: S/000900</u></b> Directorate: Department of Cardiology
<b><u>SALARY</u></b>	:	R 1 550 331 per annum (all-inclusive package) (excluding commuted overtime)
<b><u>CENTRE</u></b>	:	Charlotte Maxeke Johannesburg Academic Hospital and university of Witwatersrand
<b><u>REQUIREMENTS</u></b>	:	Appropriate qualifications that allows registration with the HPCSA as Medical Specialist in Cardiology. A minimum of 3 years appropriate experience in Clinical Cardiology after registration with the HPCSA as a Medical Specialist in Cardiology. The applicant must hold a FCP (SA, Certificate Cardiology) or equivalent. South African Citizenship or permanent residency. Appropriate managerial, organisational communication, training and leadership skills to head a busy division. Good interpersonal skills. Appropriate teaching and learning skills. Demonstrate research skills

**DUTIES** : Provision of in-patients and out-patients in Cardiology division and its units. Organise and conduct clinical service in Cardiology division and its units at CMJAH. Involvement in an outreach programmes within our cluster. Organise and provide lectures and bedside teaching to under and post-graduate students. Organise, monitor and report on research. Monitor and evaluate junior staff performance on a regular basis. Good managerial skills. Attend appropriate meetings at the hospital and university where required. Perform administrative duties of the department.

**ENQUIRIES** : Dr. M. Mofokeng, Tel (011) 488 3365  
**APPLICATIONS** : Applications should be submitted at Charlotte Maxeke Johannesburg Academic Hospital, Admin Building first floor, Room 10, No. 17 Jubilee Road, Parktown, Or apply online at: [www.gautengonline.gov.za](http://www.gautengonline.gov.za)

**CLOSING DATE** : 31 December 2017

**NOTE** : The Department of Health is committed to the achievement and Maintenance of diversity and equity employment, especially of race, gender and disability. Applications must be submitted on a Z83 form with a C.V, Certified copies of I.D. HPCSA Registration and Qualifications to be attached. Suitable candidate will be subjected to personnel suitability checks (criminal record check, citizenship verification, qualification/study verification and previous employment verification) Successful candidates will also be subjected to security clearance processes. Successful will undergo a medical screening test.

**POST 21/74** : **HEAD OF CLINICAL DEPARTMENT (MEDICAL) GRADE I: PAEDIATRICS**  
**REF NO: S/000901**  
Directorate: Paediatrics

**SALARY** : R 1 938 279 per annum (all-inclusive package) (excluding commuted overtime)  
**CENTRE** : Charlotte Maxeke Johannesburg Academic Hospital and University of Witwatersrand

**REQUIREMENTS** : Appropriate qualifications that allows registration with the HPCSA as Medical Specialist in a normal specialty or a recognised Sub-Specialty. Registration with the HPCSA as Medical Specialist in a normal specialty or in a recognised sub-specialty. A minimum of 3 years appropriate experience as a Specialist after registration with the HPCSA as a Medical Specialist in a normal Specialty or in a recognised Sub-Specialty. Experience as a specialist in the public sector is essential. Good managerial and leadership skills. Appropriate training, teaching and research skills. Management experience will be an advantage.

**DUTIES** : Provision of in-patient and out-patient Paediatric Services. Organise and conduct clinical services in the Department of Paediatrics and as part of the Cluster. Involvement in outreach programmes within our cluster. Provide leadership to the Department. Develop a Quality improvement programme in line with OHSC regulation and all other applicable health legislation. Ensure optimal use of human and material resources according to PFMA regulation. Monitor and evaluate staff performance according to the PMDS framework. Participate in all senior management meetings in the Hospital and University. Organise and provide appropriate training to under-and post-graduate students. Organize, monitor and report on research in the Department. Perform all administrative duties of the Department.

**ENQUIRIES** : Dr MI Mofokeng, Tel (011) 488 3365  
**APPLICATIONS** : Applications should be submitted at the Charlotte Maxeke Johannesburg Academic Hospital, Admin Building first floor, Room 10 No 17 Jubilee Road, Parktown

**CLOSING DATE** : 31 December 2017

**NOTE** : The Department of Health is committed to the achievement and Maintenance of diversity and equity employment, especially of race, gender and disability. Application must be submitted on a Z83 form with a C.V, Certified copies of I.D, HPCSA and Qualifications to be attached.

**POST 21/75** : **CLINICAL MANAGER REF NO: S/000867**  
Directorate: Clinical Management

**SALARY** : R1 052,712 per annum (All inclusive package)

**CENTRE** : Bheki Mlangeni District Hospital

**REQUIREMENTS** : Appropriate qualification that allows registration with the HPCSA as medical Practitioner. A minimum of 10 years of appropriate experience as a medical officer after registration with the HPCSA as an Independent Medical Practitioner.

		A qualification in Health Management experience will be an added advantage. Computer literate and valid driver's license.
<b><u>DUTIES</u></b>	:	Reporting to C.E.O. overall manager of Clinical Units and Allied staff. Participate in developing and implementing Operational Plans (including cost containments strategies). Ensure the Co-ordination of all activities necessary for quality and efficient 24 hours Patients care. Assist in Clinical audit and Risk Management strategies in order to improve patient's outcome. Ensure adherence to relevant Health and Public legislation including Patient Care Charter and Batho Pele Principles. Ensure compliance to the National Core Standards and Six Ministerial Key responsibilities. Manage efficiency and reduce waiting times for state patients. Manage Resources (Physical, Human and finances). Management of commuted overtime and RWOPS.
<b><u>ENQUIRIES</u></b>	:	Ms. R.S. Mabyana, Tel:011 241 5792
<b><u>APPLICATIONS</u></b>	:	Application: to be forwarded : The Recruitment and Selection Unit, Gauteng Department of Health, Bheki Mlangeni Hospital 2091 Bolani Street Jabulani 1818 or apply online by visiting <a href="http://www.gautengonline.gov.za">www.gautengonline.gov.za</a> .
<b><u>CLOSING DATE</u></b>	:	09 June 2017
<b><u>NOTE</u></b>	:	Hand delivered applications must attach the Z83,CV,certified ID copy ,Matric and other qualifications When applying on line applicants must scan the Z83,CV,certified ID, Matric and other qualifications
<b><u>POST 21/76</u></b>	:	<b><u>CLINICAL MANAGER GRADE 1 REF NO: 000838</u></b>
<b><u>SALARY</u></b>	:	R 1 052 712 per annum (All-inclusive remuneration package)
<b><u>CENTRE</u></b>	:	Kopanong Hospital
<b><u>REQUIREMENTS</u></b>	:	An appropriate qualification that allows registration with the HPCSA as Medical Practitioner. Be registered with the HPCSA as a Medical Practitioner. Candidate must have a minimum of six years appropriate experience as medical officer after registration with the HPCSA. Candidate must have a proven extensive experience in Hospital Management. Competencies: Able to work in a highly pressured environment and driven by a sense of urgency to meet deadline. The incumbent must have client focused strategies. Have a sound and in-depth knowledge of relevant prescripts, as well as understanding of legislative framework governing the public service. Experience of insight into legislation which impacts on human resources training and development practices and procedures. Relevant experience in people management, Financial management, policy analysis and development, Strategic Planning, Project management, change and Knowledge management, Negotiation and Interacting with key players in Health Care.
<b><u>DUTIES</u></b>	:	Ensure the effective and efficient overall Clinical management of the hospital in terms of relevant Acts and delegations. Ensure that the hospital's statutory responsibilities in terms of the Public Finance Management Act are adhered to through management of irregular, fruitless and wasteful expenditure and Ensure that the hospitals is managed within budget and in accordance with the PFMA, other legislation and National and Provincial guidelines. Implement and maintain human resources management strategy, policies, systems and procedures to ensure the effective and efficient utilization of human resources in order to improve service delivery within the Public Services regulatory framework and relevant delegation. Ensure implementation of the priorities within the parameters of the package of care that is to be provided at the hospital. Manage all aspects of patient care and ensure high standards of patient care. Serve on various internal and external committees, and provide input in to the development of provincial policy and strategy on the provision of health/ medical care. Ensure effective communication arrangement within the hospital for all clinical and allied personnel in all disciplines. Manage overtime within budgetary constraints. Ensure implementation of the policy, systems and procedures to manage performance effectively, including rewards and incentives to deserving personnel. Ensure sound employee relations in terms of the applicable labour legislation. Develop, implement and maintain a contingency plan to deal with any emergency that the hospital may have to deal with. Ensure implementation and maintenance of the framework/programme against which the hospital's performance can be evaluated and monitored. Identify clinical risks and provide mitigating factors.
<b><u>APPLICATIONS</u></b>	:	Fully completed Z83, CV, certified copies of ID and qualifications not Older than three months must be submitted to: The HR OFFICE Kopanong Hospital, 2 Casino Road, Duncanville, or Posted to P/Bag x031, Vereeniging, 1930 or apply

online at [www.gautengonline.gov.za](http://www.gautengonline.gov.za). People with disabilities are encouraged to apply. If you did not hear from us within three months please consider your application unsuccessful.

**CLOSING DATE** :

09 June 2017

#### **OTHER POSTS**

**POST 21/77** :

**PHARMACY ASSISTANT MANAGER REF NO: S/000902**

Directorate: Pharmacy Department

**SALARY** :  
**CENTRE** :  
**REQUIREMENTS** :

R 805 236 per annum (all-inclusive package)

Charlotte Maxeke Johannesburg Academic Hospital

A BPharm. An appropriate qualification that allows for the registration with SAPC. Current registration with the SAPC as a Pharmacist. A minimum of 5 years post-registration experience at a tertiary Public Hospital Institution. An in-depth understanding of the National Drug Policy, all legislation and the knowledge of Government regulations policies and acts. The ability to implement policies. Administrative and management knowledge, project management skills. Team building and people skills as well as interpersonal relations. Good communication skills (verbal and written). Good computer skills essential. Organisational skills, Problem solving and interventional skills. Highly motivated and enthusiastic to contribute to Pharmacy services. The ability to work under pressure and willing to go beyond the call of duty. Good interpersonal skills.

**DUTIES** :

Assist with the overall management of the Pharmacy at Charlotte Maxeke Academic Hospital (CMJAH), including all the 4 satellite pharmacies on the premises. Assist in the development of the annual pharmaceutical budget. Oversee the down referral process of stable patients. Drafting of agenda, minutes and facilitate the activities of the committees/task groups relating to the Department. Supervise all activities of all pharmacy personnel. Provision of strategic and operational direction of pharmacy staff. Ensure quality pharmaceutical service which are in line with Batho Pele Principles. Ensure the availability and accessibility of essential medicines, including ARV's to all CMJAH patients coordinate training and development of Pharmacy personnel. Contribute to pharmacy planning, budgeting and procurement processes as well as monitoring and evaluation. Assist with coordination of the implementation of the outcome of the provincial pharmacy and therapeutics committee decisions. Develop and monitor the pharmacy strategic plan. Actively participate in administrative duties of the pharmacy. Perform duties assigned by management. Maintain quality standards and other departmental policies, coordinate the activities of other allied workers and supervise resources necessary to provide efficient pharmaceutical efficient services. The provision of extended hour and non-call services according to the needs of the institution.

**ENQUIRIES** :  
**APPLICATIONS** :

Dr. M. Mofokeng, Tel (011) 488 3365

Applications should be submitted at Charlotte Maxeke Johannesburg Academic Hospital, Admin Building first floor, Room 10, No. 17 Jubilee Road, Parktown, Or apply online at: [www.gautengonline.gov.za](http://www.gautengonline.gov.za)

**CLOSING DATE** :  
**NOTE** :

31 December 2017

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**POST 21/78** :

**DEPUTY DIRECTOR: HEALTH CARE WASTE MANAGEMENT REF NO: 000869**

Directorate: Health Care Waste and Occupational Hygiene Risk Management  
Sub – Directorate: Health Care Waste Management

**SALARY** :  
**CENTRE** :  
**REQUIREMENTS** :

R769 026 per annum (All-inclusive remuneration package)

Central Office, Johannesburg

Appropriate qualification in Environmental Health or related Health field (BSc Hon. or BTech Environmental Health) and registered as such with the HPCSA or SAIOH. Additional qualifications in Health Care Waste (HCW), contract and

project Management, Legislation and extensive knowledge and experience with SA and International standards applicable to HCW and risk identification and management will be beneficial. At least 5 - 7 years relevant experience in health care waste and middle management practices, health care waste investigations, project management and the implementation of health care waste regulations and appropriate national and international standards, preferably within the health care environment. In-depth knowledge to ensure compliance through training and development of programs which shall support legal requirements in health care waste management. Extensive knowledge and experience with data base management and production of statistical reports as required for intervention and strategic planning purposes. Proven track record of extensive research projects done and appropriateness of outcomes. Good interpersonal relations, communication, leadership, analytical and linguistic attributes. Experience in the use of computers end user programs. A valid driver's licence.

**DUTIES**

: To support the Director Health Care Waste Management, in the achievement of goals and objectives within the Gauteng Department of Health with reference to the comprehensive and inclusive management of HCW. Ensure appropriate and effective contract management, facilitate and manage statutory compliance of all facilities within GDoH and efficient management of audit findings such as those of the AG, Department of Labour, Environmental Affairs and others. Ensure and manage the continuous development of staff, training materials and programs to address changing needs. Further enhance the management of health care waste and related programs by strategically facilitating the establishment of integrated approach to research and training which is environmentally sustainable, occupationally healthy and safe, financially viable, institutionally feasible and operationally practicable. Develop and manage comprehensive management systems for HCW in the Department and address all the short, medium and long term needs. Manage collection and analysis or related data and statistics. Manage current and introduce new information systems and optimize outcomes as a strategic planning and management tool. Develop and conceptualize priorities for health care waste management in all Departmental facilities. Develop, introduce and implement ISO based systems for integration which will assist with appropriate monitoring and evaluation. Ensure and manage improved statutory compliance through audits, reporting to authorities and develop and manage efficient and effective mitigation plans and interventions. Develop and implement emergency preparedness programs to mitigate outages and any possible industrial action. Liaise with all in - and external stakeholders and establish effective platforms for joint planning. Develop appropriate policies, SOP's, technical specification and other guidelines based on the outcome of due diligence projects. Pilot and manage alternative treatment technologies of HCW in new Departmental hospitals as part of the green economy agenda. Manage all generic administrative processes required for this position in support of the Directors office.

**ENQUIRIES**

: Mr. P.J. Brits, Tel No: 012 354 6177/082 774 2919

**APPLICATIONS**

: The Recruitment and Selection Unit, Gauteng Department of Health, Private Bag X085, Marshalltown, 2107, Physical Address: 37 Pixley Seme Street (known as Sauer Street), Bank of Lisbon, NB! Attach certified copies of your qualifications, identity book, professional body and driver's license, curriculum vitae, and Z83. Application without proof of necessary document will be disqualified, or apply online by visiting [www.gautengonline.gov.za](http://www.gautengonline.gov.za)

**CLOSING DATE**

: 09 June 2016

**POST 21/79**

: **DEPUTY MANAGER NURSING REF NO: 000839**  
Directorate: Nursing

**SALARY**

: R 756 525 per annum (All-inclusive remuneration package)

**CENTRE**

: Kopanong Hospital

**REQUIREMENTS**

: Basic R425 qualification (i.e. diploma / degree in nursing) that allows registration with the SANC as a professional nurse and midwife. Minimum of 9 years appropriate recognizable experience in nursing after registration as a PN with SANC. At least 4 years of the period referred above must be appropriate / recognizable experience at management level. The incumbent must have strong leadership skills, problem solving skill, and report writing skills. In depth knowledge and understanding of health related Acts, Regulations, Guidelines and other related policies.



- DUTIES** : Provide professional, technical and management support for the provision of quality patient care through proper management of nursing care programs. Advocate and ensure the promotion of nursing ethos and professionalism. Develop and monitor the implementation of policies, programmes, regulations, practices, procedures and standards pertaining to nursing care. Provide full-time technical and management support to district and institutions. Establish, maintain and participate in inter- professional and multi-disciplinary teamwork that promote effective health care. Manage and utilize human resource in accordance with relevant directive and legislation. Utilize information technology and other management information systems o manage nursing information for the enhancement of service delivery.
- ENQUIRIES APPLICATIONS** : Dr A M Kgomojoo, Tel No: (016) 428-7112  
Fully completed Z83, CV, certified copies of ID and qualifications not Older than three months must be submitted to: The HR OFFICE, Kopanong Hospital, 2 Casino Road, Duncanville, or Posted to P/Bag x031, Vereeniging, 1930 or apply online at www.gautengonline.gov.za. People with disabilities are encouraged to apply. If you did not hear from us within three months please consider your application unsuccessful.
- CLOSING DATE** : 09 June 2017
- POST 21/80** : **MEDICAL REGISTRAR REF NO: HRM 25/2017**  
Directorate: Dermatology
- SALARY CENTRE REQUIREMENTS** : R736 425 per annum plus benefits  
Steve Biko Academic Hospital  
Post community service. HPCSA registered as a Medical Doctor with an MBChB Degree.
- DUTIES** : To undergo training as a registrar in the Department of Dermatology for a contract period of four years.
- ENQUIRIES APPLICATIONS** : Dr.CM Kgokolo Tel: (012) 354 1105  
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** : 02 June 2017
- POST 21/81** : **ASSISTANT MANAGER NURSING (SPECIALTY) DAY AND NIGHT DUTY REF NO: S/000910**  
Directorate: Nursing Services
- SALARY CENTRE REQUIREMENTS** : R546 315 per annum (plus benefits)  
Sterkfontein Hospital, Krugersdorp  
Basic qualification accredited with SANC in terms of Government Notice 425 (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Must have Nursing Administration Qualification & Advanced Psychiatric Qualifications. A minimum of 10 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with the SANC in General Nursing. At least 6 years of the period above must be recognizable/appropriate experience in Psychiatry after obtaining Advanced Psychiatry Qualification. At least 3 years of the period referred to above must be appropriate/recognizable experience at Management level. Knowledge of SCM and HRM procedures, the MHCA 17 of 2002, Public sector relevant legislative frameworks. Strong Management and Leadership, sound interpersonal and good communication skills. Must be Computer literate and have a valid driver's license. Current registration with SANC.
- DUTIES** : To supervise comprehensive, quality nursing care programs according to the needs of the patient based on Batho -Pele principles; Patients' rights charter and National Core Standards. Manage effectively the utilization and supervision of resources and assist in recruitment and mentoring of nurses. Develop nursing policies and procedures to enhance quality nursing care and management. Ensure effective implementation of the HR and SCM policies in line with the strategic and operational plans of the institution. Active involvement in hospital committees and teams e.g. quality assurance. Take extra-mural assignments as may be delegated by the Nursing Service Manager or CEO. Assist in career

		planning and development of nursing staff. Conduct clinical audits at the wards and implement quality systems to correct identified service challenges. Relieve the Nursing Service Manager in her absence. Take charge of the hospital during the day, night, public holidays and weekends.
<b><u>ENQUIRIES</u></b>	:	Ms. M.M Sono, Tel.No: (011) 951 8222
<b><u>APPLICATIONS</u></b>	:	Application must be submitted or hand-delivered on Z83 form, certified copies of C.V., ID, and Qualifications to be attached. Applications must be submitted to HR in the Administration Building or posted to Sterkfontein Psychiatric Hospital, Private Bag X2010, Krugersdorp, 1740 or apply online at <a href="http://www.gautengonline.gov.za">www.gautengonline.gov.za</a>
<b><u>CLOSING DATE</u></b>	:	09 June 2017
<b><u>NOTE</u></b>	:	Those who applied previously can re-apply.
<b><u>POST 21/82</u></b>	:	<b><u>OPERATIONAL MANAGER: MATERNITY REF NO: HRM 26/2017</u></b> Directorate: Nursing
<b><u>SALARY</u></b>	:	R499 953 per annum plus benefits
<b><u>CENTRE</u></b>	:	Steve Biko Academic Hospital
<b><u>REQUIREMENTS</u></b>	:	Grade 12. Basic qualification accredited with the South African Nursing Council in terms of Government Notice 425, i.e. diploma\ degree in Nursing as a Professional Nurse, plus a post basic qualification with the duration of at least 1 year In The Diploma in Post Basic Midwifery and Neonatal Nursing Science. A minimum of 9 years appropriate \ recognizable experience in nursing after registration as a Professional Nurse with the South African Nursing Council in General Nursing. Diploma/degree in Nursing Management will be an added advantage. Service certificates are compulsory. At least 5 years of the period referred to above must be appropriate \ recognizable experience after obtaining the one year post basic qualification in Advance Midwifery and Neonatal Nursing Science. Strong leadership, good communication and sound interpersonal skills are necessary, Computer literate. Verified proof of experience. .Service certificates compulsory, South African Nursing Council annual practicing certificate. Valid EB driver's license
<b><u>DUTIES</u></b>	:	Co-ordination of optimal, holistic specialized nursing care provided within set standards and a professional legal framework. Manage effectively the utilization and supervision of Human, Financial and service resources. Co-ordination of the provision of effective training and research. Provision of effective support to Nursing Services. Maintain Professional growth\ethical standards and development of self and subordinates
<b><u>ENQUIRIES</u></b>	:	Ms.AM Mowayo Tel: (012) 354 1300
<b><u>APPLICATIONS</u></b>	:	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.
<b><u>CLOSING DATE</u></b>	:	02 June 2017
<b><u>POST 21/83</u></b>	:	<b><u>OPERATIONAL MANAGER: NURSING SPECIALTY (PSYCHIATRY) REF NO: 000891</u></b> Directorate: Nursing Services
<b><u>SALARY</u></b>	:	R499 953 per annum. (plus benefits)
<b><u>CENTRE</u></b>	:	Tambo Memorial Hospital
<b><u>REQUIREMENTS</u></b>	:	Basic qualification accredited with the SANC in terms of Government Notice 425 (i.e. diploma / degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse plus a post-basic nursing qualification, with duration of at least 1 year in Psychiatric Nursing Science. A minimum of 9 years appropriate recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate recognisable experience after obtaining the 1 year post-basic qualification in Psychiatric Nursing Science.
<b><u>DUTIES</u></b>	:	Overall supervision and control of quality patient care in the unit. Ensure the formulation and availability of clinical patient care protocols and policies in the department. Efficient implementation and evaluation of National Core Standards in the unit according to department's strategic goals. Ensure adequate and

appropriate staffing according to patients' needs. Effective monitoring and management of absenteeism. Accountable for overall and effective management of nursing duties. Establish efficient communication with the multidisciplinary team. Responsible for the implementation of disciplinary measures. Secure and allocate resources and budget to achieve workplace objectives. Proactively identify performance requirements to improve team work. Ensure performance, evaluation management and development of staff. Ensure compliance of staff to Professional and Ethical Practice.

**ENQUIRIES** : Ms. S. Ndlovu, Tel No: (011) 898 8287  
**APPLICATIONS** : Applications can be forwarded to the Recruitment Officer (Room 122), HR Department Tambo Memorial Hospital, Private Bag X 2, Boksburg, 1400, Physical address: Railway Street, Boksburg, 1400 or apply online at [www.gautengonline.gov.za](http://www.gautengonline.gov.za)  
**CLOSING DATE** : 09 June 2017

**POST 21/84** : **OPERATIONAL MANAGER: SPECIALITY UNIT - ARV CLINIC PRIMARY HEALTH CARE PNB3 REF NO: S/000919**  
 Directorate: Health

**SALARY** : R 499 953 – R 562 698 per annum (plus benefits)  
**CENTRE** : Pholosong Hospital  
**REQUIREMENTS** : Basic qualification accredited with SANC in terms of Government notice 425 (i.e. Diploma/degree in nursing) or equivalent qualification that allows registration with the SANC (PHC) AS A Professional Nurse and a post basic qualification with duration of at least 1 year accredited with the SANC in terms of Government notice No R212 in the relevant speciality. Wide experience in HIV/AIDS Management. A minimum of 9 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 5 years of the period to above must be appropriate/recognizable experience after obtaining the 1 year post- basic qualification in PHC. Be able to work day and night duties

**DUTIES** : Develop operational plans in line with the strategic plans. Develop and communicate guidelines where needed. Demonstrate an in depth understanding of nursing legislation and related legal ethical nursing practices and how this impacts on service delivery. Ensure clinical nursing practice by the nursing team (unit) in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Demonstration of basic understanding of HR and Financial policies and practices. Have in depth knowledge of managing TB/HIV/AIDS. Apply health policies at all times

**ENQUIRIES** : Ms KF Mabuza, Tel No; (011) 812 5000  
**APPLICATIONS** : Applications must be submitted on a Z83 form, certified copies of ID, Qualifications to be attached. Applications must be submitted at Pholosong Hospital, 1067 Ndaba Street, Tsakane, 1540 or can be Posted to Private Bag X4, Brakpan, 1550 or apply online at: [www.gautengonline.gov.za](http://www.gautengonline.gov.za)

**CLOSING DATE** : 09 June 2017  
**NOTE** : The institution reserves the right not to fill the post.

**POST 21/85** : **ASSISTANT MANAGER NURSING – (GENERAL) DAY AND NIGHT DUTY REF NO: S/000912**  
 Directorate: Nursing Services

**SALARY** : R499 953 per annum (plus benefits)  
**CENTRE** : Sterkfontein Hospital, Krugersdorp  
**REQUIREMENTS** : Basic qualification accredited with SANC in terms of Government Notice 425 (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Must have Nursing Administration Qualification. Advanced Psychiatric Qualifications will be an added advantage. A minimum of 8 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with the SANC in General Nursing. At least 3 years of the period referred to above must be appropriate/recognizable experience at management level. Knowledge of SCM and HRM procedures, the MHCA 17 of 2002, Public sector relevant legislative frameworks. Strong Management and Leadership, sound interpersonal and good communication skills. Must be Computer literate and have a valid driver's license. Current registration with SANC.

- DUTIES** : To supervise comprehensive, quality nursing care programs according to the needs of the patient based on Batho -Pele principles; Patients' rights charter and National Core Standards. Manage effectively the utilization and supervision of resources and assist in recruitment and mentoring of nurses. Develop nursing policies and procedures to enhance quality nursing care and management. Ensure effective implementation of the HR and SCM policies in line with the strategic and operational plans of the institution. Active involvement in hospital committees and teams e.g. quality assurance. Take extra-mural assignments as may be delegated by the Nursing Service Manager or CEO. Assist in career planning and development of nursing staff. Conduct clinical audits at the wards and implement quality systems to correct identified service challenges. Relieve the Nursing Service Manager in her absence. Take charge of the hospital during the day, night, public holidays and weekends.
- ENQUIRIES APPLICATIONS** : Ms. M.M Sono Contact No. (011) 951 8222  
: Application must be submitted or hand-delivered on Z83 form, certified copies of C.V., ID, and Qualifications to be attached. Applications must be submitted to HR in the Administration Building or posted to Sterkfontein Psychiatric Hospital, Private Bag X2010, Krugersdorp, 1740 or apply online at [www.gautengonline.gov.za](http://www.gautengonline.gov.za)
- CLOSING DATE NOTE** : 09 June 2017  
: Those who applied previously can re-apply.
- POST 21/86** : **OPERATIONAL MANAGER NURSING – SPECIALITY REF NO: S/000913**  
Directorate: Nursing Services
- SALARY CENTRE REQUIREMENTS** : R499 953 per annum (plus benefits)  
: Sterkfontein Hospital, Krugersdorp  
: Appropriate Diploma/Degree in Nursing or equivalent qualification that allows registration with South African Nursing Council as Professional Nurse. A Post basic qualification in Advanced Psychiatry which is one year accredited with SANC. A minimum of 9 years appropriate/recognized 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/recognized experience in Psychiatry after obtaining one year post-basic qualification. Proof of current registration with SANC. Sound interpersonal and good communication skills. Knowledge of Mental Health Care Act, PFMA and other Public Sector Regulations and Legislative framework. Computer literacy. A valid driver's license.
- DUTIES** : Deputize for Nursing Managers in their absence and take charge of the hospital after hours, at night, during weekends and Public Holidays. Demonstrate basic understanding of Human Resource and Policies and practices through effective implementation of PMDS, Disciplinary Code, leave management and Supply Chain Management procedures. Ensure effective and efficient coordination and integration of Quality specialized nursing care through compliance to Batho Pele Principles, Mental Health Care Act Procedures and Quality Assurance standards. Participate in staff development, uphold the nursing strategy and compile reports. Work both day and night shifts.
- ENQUIRIES APPLICATIONS** : Ms. M.M. Sono, Tel. No. (011) 951 8222  
: Application must be submitted or hand-delivered on Z83 form, certified copies of C.V., ID, and Qualifications to be attached. Applications must be submitted to HR in the Administration Building or posted to Sterkfontein Psychiatric Hospital, Private Bag X2010, Krugersdorp, 1740 or apply online at [www.gautengonline.gov.za](http://www.gautengonline.gov.za)
- CLOSING DATE** : 09 June 2017
- POST 21/87** : **OPERATIONAL MANAGER NURSING: SPECIALITY UNIT ICU REF NO: S/000920**  
Directorate: Health
- SALARY CENTRE REQUIREMENTS** : R499 95 - R 562 698 per annum (plus benefits)  
: Pholongsong Hospital  
: A Basic qualification accredited with the SANC in terms of Government Notice 425 (i.e. Diploma/ Degree in Nursing) or equivalent qualification that allows registration with SANC as a Professional Nurse plus a post-Basic Nursing qualification (Critical Care, PHC for ARV Clinic) with a duration of at least 1 year accredited with the SANC in terms of Government Notice No R 212 in the

relevant speciality. A minimum of 9 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/ recognizable experience after obtaining the 1 year post basic (Critical Care & PHC) qualification in Critical Care & PHC speciality. Knowledge of nursing care policies and procedures: Coordination of optimal, holistic specialized nursing care provided within set standards and professional/ legal framework, Manage effective the utilization of resources, nursing statutes, and other relevant legal frameworks such as the Nursing Act, National Health Act, Occupational Health and Safety Act, Patient Rights Charter, Batho Pele Principles, Public Service Regulations, Labour Relations Act, Disciplinary Code and Procedure and Grievance Procedure. Good interpersonal relations, good communication (Written and verbal) Good conflict and personnel management, Financial and Budgetary knowledge, good decision-making and problem-solving abilities, computer (MS Word and Excel), supervisory and leadership skills, Ability to work within a team and a valid driver's license.

**DUTIES** : Coordinate optimal, holistic, specialized nursing care with set standards and within a professional/legal framework. Manage effectively the supervision and utilization of resources. Coordination of the effective training and research. Provision of effective support to nursing services. Maintain professional growth/ethical standards and self-development.

**ENQUIRIES** : MS KF Mabuza, Tel No; (011) 812 5000

**APPLICATIONS** : Applications must be submitted on a Z83 form, certified copies of ID, Qualifications to be attached. Applications must be submitted at Pholosong Hospital, 1067 Ndaba Street, Tsakane, 1540 or can be Posted to Private Bag X4, Brakpan, 1550 or apply online at: [www.gautengonline.gov.za](http://www.gautengonline.gov.za)

**CLOSING DATE** : 09 June 2017

**NOTE** : The institution reserves the right not to fill the post.

**POST 21/88** : **ASSISTANT DIRECTOR: OCCUPATIONAL HYGIENE RISK MANAGEMENT  
2 POSTS REF NO: 000868**

Directorate: Health Care Waste and Occupational Hygiene Risk Management  
Sub-Directorate: Occupational Hygiene Risk Management

**SALARY** : R459 558 per annum (plus benefits)

**CENTRE** : Central Office, Johannesburg

**REQUIREMENTS** : Appropriate qualification in Occupational Hygiene (OH) and related health qualification (BSc Hon or B-Tech Environmental Health). Additional qualifications in Occupational Health Management, Occupational Health and Hygiene Legislation, as well as OSHAS 18000/1, ISO 9000 SHEMTRAC/SAMTRAC, will be an added advantage. Experience in the use of computer end user programs. Registered with the South African Institute for Occupational Hygiene (SAIOH) as Occupational Technologist, Assistant or Occupational Hygienist or at the HPCSA in a related specialty field. At least 3-5 years relevant experience in OH monitoring, OH risk assessment, occupational health case investigations, project management and the implementation of OSHAS 18000/1 series, preferably within the health care environment. In-depth knowledge in the prevention of occupational disease and ventilation requirements within the healthcare environment. Good interpersonal relations, communication, leadership, analytical and linguistic attributes. A valid driver's licence.

**DUTIES** : Assist with the facilitation and monitoring of appropriate statutory compliance within the Department. Compile and validate comprehensive monthly and annual reports. Provide guidelines to staff and clients in terms of SHERQ programmes. Assist with the development of strategic, operational and MTEF plans and in the monitoring and evaluation of implementation of such, based on the SHERQ principles DPSA model. Assist in reviewing and compiling OHRM policies and guidelines (SOPs) for the planning and implementation of OHRM training and occupational hygiene monitoring programmes, and determine trends. Facilitate the development of Emergency Preparedness Plans in the Department. Facilitate the effective implementation of integrated occupational hygiene monitoring, health risk assessment and passive case management programmes and monitor such, including the biological monitoring programmes, for effectiveness and efficiency. Verify and validate occupational hygiene monitoring, integrated health risk assessment and passive case management reports. Provide guidelines for the planning and implementation of OH risk

management legal compliance monitoring programmes. Develop staff capacity and skills to produce quality and reliable data for the sub-programme. Provide technical support to the sub-directorate and conduct research and development within the unit. Assist the Deputy Director with management of sub ordinates in the Sub-Directorate. Assist with reporting of MPAT/SMT of the SHERQ Pillar to the Office of Premier to the DPSA.

**ENQUIRIES** : Ms. R. Bodibe 079 502 5542 /Mr. P.J. Brits, Tel No:( 012) 354 6177/082 774 2919  
**APPLICATIONS** : The Recruitment and Selection Unit, Gauteng Department of Health, Private Bag X085, Marshalltown, 2107, Physical Address: 37 Pixley Seme Street (known as Sauer Street), Bank of Lisbon, NB! Attach certified copies of your qualifications, identity book, professional body and driver's license, curriculum vitae, and Z83. Application without proof of necessary document will be disqualified, or apply online by visiting [www.gautengonline.gov.za](http://www.gautengonline.gov.za)

**CLOSING DATE** : 09 June 2017

**POST 21/89** : **TB DISTRICT COORDINATOR REF NO: S/000856**  
 Directorate: TB Programme

**SALARY** : R457 527 per annum, plus benefits - OSD Post  
**CENTRE** : Tshwane District Health Services  
**REQUIREMENTS** : R425 qualification – Diploma / Degree in nursing that allows registration with SANC as a professional nurse with proof of current registration. A minimum of 5 years working experience within the TB, TB/HIV collaboration and DR-TB environment. Experience related to the MDR and XDR management. Experience in co-ordinating, supporting and monitoring the TB programme within the sub-districts. Knowledge and understanding of the TB NdoH Strategic documents. Knowledge and understanding of the TB Performance Indicators. Advanced presentation and facilitation skills. Advanced leadership, supervision and coordination skills. Advanced verbal and written communication skills. Ability to function within an integrated diverse multi-sectoral team. Knowledge and understanding of the ETR.net and EDRweb data management system. Advanced computer literacy. Ability to function under pressure. A valid code 8 driver's license.

**DUTIES** : Coordinate and support the implementation of the integrated TB and HIV activities at PHC facilities, hospitals, specialized institutions and correctional services. Ensure proper referral and follow-up of MDR-TB patients. Plan and coordinate the TB control activities in the district. Develop an efficient referral system of patient to ensure continuity of care for TB patients. Ensure efficient drug supply at all health facilities. Conduct support visit to health facilities including NGOs, laboratories and pharmacies. Ensure quality of TB/HIV data and information at all levels of managerial structures within the district. Organise health education campaigns and establish linkage with private practitioners, non-governmental organisations and community leaders. Responsible for smooth implementation of the NTCP and for achieving the programme objectives in the district. Participate during development of the Annual HAST Business Plan, Operational Plan and Annual Performance Plan documents. Support facilities towards regular monitoring and evaluation processes of the TB programme. Liaise with all key partners supporting the TB programme. Compile monthly, quarterly and progress reports. Attend meetings and workshops.

**APPLICATIONS** : Applications must be delivered to: The Fields Building, 427 Hilda Street, Corner Hilda & Burnett, Hatfield or post to P.O. Box 9514 Pretoria, 0001 or apply online at [www.gautengonline.gov.za](http://www.gautengonline.gov.za)

**ENQUIRIES** : Dr Jude Omeh –Tel No:012 451 9154  
**CLOSING DATE** : 09 June 2017

**POST 21/90** : **CHIEF OPTOMETRIST REF NO: S/ 000881**  
 Directorate: Geriatric and Eye Care

**SALARY** : R414 069 per annum (Plus benefits) As per OSD  
**CENTRE** : Johannesburg Health District  
**REQUIREMENTS** : Basic R425 qualification (i.e. Degree in Optometry) OR Qualified Optometrist (Baccalaureus Technologiae with field of study Optometry).Registration with HPCSA (as an Optometrist). A minimum of 8 years appropriate/recognizable experience in optometry after registration with above professional body.Avalid driver's licence and computer literacy

- DUTIES** : To coordinate the rendering of eye care services in the JHB health district and its facilities, Render eye care services, screen for eye conditions in the facilities and community –refer to the other relevant disciplines for further management. Participate in the low vision centers with other relevant disciplines .Participate in the health events as per Health calendar and upon demand in the JHB Health District. Workshop and train relevant personnel in the district and form part of integrated school health and visit Old Age homes for screening Compile and submit monthly, quarterly reports /statistics for the district and maintain records for performance evaluation (pmds )Assist in Implementing policies, guidelines and protocols in the optometry section.
- ENQUIRIES APPLICATIONS** : Ms B Molelekoa, Tel No: (011) 694 3910
- Applications to be submitted on Z83FORM, CVs, Certified copies of IDs and other Documentations to Johannesburg Health District, corner of Smith and Klein Street, Hillbrow Community Health Centre, ground floor at the entrance to Johannesburg District Office. Or be posted to Human Resources Johannesburg Health District, Private Bag X21, Johannesburg 2001.
- CLOSING DATE** : 09 June 2017
- POST 21/91** : **OPERATIONAL MANAGER NURSING GENERAL OPD& MEDICAL WARD. REF NO: S/000921**  
Directorate: Health
- SALARY CENTRE REQUIREMENTS** : R 394 665 – R 444 195 per annum (plus benefits)  
Pholongsong Hospital
- A basic qualification accredited with the SANC in terms of Government Notice 425 (i.e Diploma/Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse A minimum of 7 years appropriate/ recognizable experience in nursing after registration as Professional Nurse with the SA Nursing Council in General Nursing
- DUTIES** : Coordination of optimal, holistic specialized nursing care provided within set standards and professional/ legal framework, Manage effectively the supervision and utilization of resources. Coordination of the provision of effective training and research. Provision of effective support to nursing services. Maintain professional growth/ ethical standards and self-development
- ENQUIRIES APPLICATIONS** : Ms K .F Mabuza, Tel No; (011) 812 5000
- Applications must be submitted on a Z83 form, certified copies of ID, Qualifications to be attached. Applications must be submitted at Pholongsong Hospital, 1067 Ndaba Street, Tsakane, 1540 or can be Posted to Private Bag X4, Brakpan, 1550 or apply online at: [www.gautengonline.gov.za](http://www.gautengonline.gov.za)
- CLOSING DATE NOTE** : 09 June 2017  
The institution reserves the right not to fill the post.
- POST 21/92** : **TB SUB-DISTRICT COORDINATOR REF NO: S/000857**  
Directorate: TB Programme
- SALARY CENTRE REQUIREMENTS** : R394 665 per annum, plus benefits - OSD Post  
Tshwane District Health Services
- Degree or Diploma in nursing. Registered with the South African Nursing Council (SANC) as a professional nurse. A minimum of 3 years working experience within the TB environment. Must have TB related short courses. Ability to coordinate and support the TB programme within the sub-districts and at facility level. Knowledge and understanding of the TB strategic documents. Knowledge and understanding of the TB indicator performance dashboard. Ability to function under pressure and within a diverse multi-sectoral team. Advanced computer skills. Advanced communication and facilitation skills. Excellent presentation and facilitation skills. A valid code 8 driver's license.
- DUTIES** : Coordinate and monitor the smooth implementation of the NTCP and for achieving the programme objectives in the sub-districts. Ensure all health facilities have relevant TB guidelines. Plan and coordinate the TB control activities in the sub-districts. Plan and organise the TB management trainings. Communicate the need for continuity of care and the use of NTCP guidelines in the facilities. Plan and organise ACSM activities. Conduct facility support visits. Monitor and evaluate the TB management programme. Ensure efficient referral system of clients for continuity of care for TB patients. Ensure reporting a quality of data. Disseminate information on mortality and complications of TB (MDR, XDR and PTB). Participate during development of the annual HAST business

plan, Operational plan, and action plan documents. Liaise with all key partners supporting the TB programme. Compile monthly, quarterly and progress reports. Attend meetings.

**ENQUIRIES** : Dr Jude Omeh –Te No: 012 451 9154  
**APPLICATIONS** : Applications must be delivered to: The Fields Building, 427 Hilda Street, Corner Hilda & Burnett, Hatfield or post to P.O. Box 9514 Pretoria, 0001 or apply online at [www.gautengonline.gov.za](http://www.gautengonline.gov.za)

**CLOSING DATE** : 09 June 2017

**POST 21/93** : **OPERATIONAL MANAGER (WESTONARIA) REF NO: S/000875**  
 Directorate: Westonaria

**SALARY** : R 367 815 - R413 976 per annum (plus benefits)  
**CENTRE** : West Rand District Health, Westonaria  
**REQUIREMENTS** : Basic Government notice 425 Qualification Diploma or Degree in Nursing or Equivalent Qualification that allows Registration with SANC as a Professional Nurse .Post basic Qualification with a duration of at least 1 year Accredited with SANC. Minimum of 9 years appropriate experience.

**DUTIES** : Implement departmental policies. Protocols and guidelines to strengthen the health system and ensures provision of the service delivery and compliance to clinical health practice by health care teams in accordance as determined by relevant registering professional bodies and NDOH. Support of all categories of Health workers, implement measure to improve integrated PHC clinical services and PHC re-engineering in the district and monitor outputs. Strengthen community participation and ensure effective implementation of PMDS. Manage facility resources according to department policies and practices, effective communicate intra departmental.

**ENQUIRIES** : Mr. K.S Madikwane, Tel No: (011) 753-1506 / 3964  
**APPLICATIONS** : Applications must be submitted on a Z83 form with a CV, Certified ID copy and qualifications to be attached. Applications should be delivered to West Rand District Health, Cnr Vlei & Luipaard street or posted to West Rand District Health, Private Bag X2053, Krugersdorp 1740 or apply online at: [www.gautengonline.gov.za](http://www.gautengonline.gov.za)

**NOTE** : The incumbent will be subject to a pre-screening process  
**CLOSING DATE** : 09 June 2017

**POST 21/94** : **PROFESSIONAL NURSE: PNB1 (SPECIALTY). REF NO: 000876**  
 Directorate: Nursing

**SALARY** : R340 431 per annum (plus benefits)  
**CENTRE** : University of Pretoria Oral Health Centre  
**REQUIREMENTS** : Basic R425 qualification (i.e Diploma/Degree in Nursing) or equivalent qualification that allows registration with SANC as a Professional Nurse.A post basic nursing qualification, with duration of at least 1 year, accredited with SANC in Operating Theatre Nursing Science. Minimum of 4 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing. Current proof of SANC registration.

**DUTIES** : Provide optimal holistic specialized nursing care with set standards. Able to plan and organize work and support personnel, work effectively, cooperatively amicably with patients and other stakeholders. Act as a Manager where necessary. Effective utilization of resources (human and material). Demonstrate an understanding of nursing legislation and related legal and ethical nursing practice. Maintain environment that promote patients' rights and maintain patients' safety. Ability to manage stress. Maintain professional growth be supportive and a cooperative team player. Have good communication skills.

**ENQUIRIES** : Ms. GE Khumalo, Tel No :( 012) 319 2644  
**APPLICATIONS** : Quoting the relevant reference number, direct applications to, Human Resource at Louis Botha A Building, Room 2-1, Dr. Savage Road, Riviera, Pretoria or mail to P.O Box 1266, PRETORIA, 0001. Tel: (012) 301 5713 or apply online at [www.gautengonline.gov.za](http://www.gautengonline.gov.za). NB! Attach certified copies of your qualifications, identity book, curriculum vitae and z83

**FOR ATTENTION** : Ms. L Debeila  
**CLOSING DATE** : 09 June 2017



<b><u>POST 21/95</u></b>	:	<b><u>LECTURER PNDI/PNDII 4 POSTS REF NO: S/000860</u></b> Directorate: Nursing Training and Education
<b><u>SALARY</u></b>	:	PND I R340 431 - R394 665 per annum (plus benefits) PND II R418 701 – R546 315 per annum (plus benefits)
<b><u>CENTRE</u></b>	:	Ga-Rankuwa Nursing College
<b><u>REQUIREMENTS</u></b>	:	Salary Grade I (PND1): A Grade 12/Senior Certificate. A Basic R425 qualification (i.e. Diploma/Degree in Nursing) or equivalent qualification that allows registration with SANC as Professional Nurse. A Post-basic qualification in Nursing Education registered with SANC. Proof of current registration with SANC. A minimum of 4 years' appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing (deduct one year experience for candidates appointed from outside the Public Service after complying with registration requirements). A valid code 08 driver's licence. The ability to apply computer technology and programmes. Good communication, supervisory, report writing and presentation skills. Ability to work in a team and under pressure. Salary Grade II (PNDII): A Basic R425 qualification (i.e. diploma/degree in Nursing) or equivalent qualification that allows for registration with SANC. A minimum of 14 years' appropriate/recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. 10 years of the period referred to above must be appropriate/recognizable experience in Nursing Education after obtaining the one year post-basic qualification in the relevant speciality (deduct one year from experience for candidates appointed from outside the public service after complying with registration requirements). The following post-basic qualification will be an added advantage. Clinical Nursing Science, Health Assessment, Treatment and Care, Medical and Surgical Nursing Science, Critical Care Nursing General – Operating Theatre – Child Nursing Science. Post Basic Midwifery and Neonatal Nursing Science. Valid code 08 driver's licence. The ability to apply computer technology and programmes. Good communication, supervisory, report writing and presentation skills. Ability to work in a team and under pressure.
<b><u>DUTIES</u></b>	:	Work effectively and co-operatively with students and ensure effective and successful education and training of student nurses, in both theory and clinical development. Ensure availability of student guidance and support. Support the mission of the College by serving on committees, attending and participating in meetings and College activities. Promote the image of the College. Implement assessment strategies to determine learners' competence. Participate in research on nursing education. Develop, review and evaluate curricula. Exercise control over students.
<b><u>ENQUIRIES</u></b>	:	Ms K R Lekgeu Tel. No: (012) 560-0448/50
<b><u>APPLICATIONS</u></b>	:	All applications must be addressed to the Registrar, and should be placed in the application box situated at Security at the entrance to the Ga-Rankuwa Nursing College Building or posted to Private Bag x 830 PRETORIA 0001 or apply online at: <a href="http://www.gautengonline.gov.za">www.gautengonline.gov.za</a>
<b><u>CLOSING DATE</u></b>	:	02 June 2017
<b><u>NOTE</u></b>	:	Kindly submit the recent salary advice.
<b><u>POST 21/96</u></b>	:	<b><u>CASE MANAGER REF NO: S/000873</u></b> Directorate: Finance
<b><u>SALARY</u></b>	:	R 334 545. per annum (plus benefits)
<b><u>CENTRE</u></b>	:	Helen Joseph Hospital
<b><u>REQUIREMENTS</u></b>	:	An appropriate Degree / Diploma in nursing or allied health Sciences qualification. Minimum of 5 Years Relevant Experience in a clinical field. Knowledge of Medical Schemes Act, PMB regulations, ICD10 coding, Uniform Patient Fees Schedule (UPFS), Administration Procedure Manual and Patient administration Public sector prescripts. Computer literacy. Valid driver's licence. Good planning, negotiation, organizing, report writing, communication, training and interpersonal skills.
<b><u>DUTIES</u></b>	:	Communication and update of clinical information for externally funded patients. Efficient and effective interpretation and implementation of Case Management policies, standards, protocols and procedures in the hospital setting. Ensure that there is a process to manage financial risk for payments of care and protect patients from unnecessary costs. Co-ordinate the workflow processes between clinical and admin personnel. Produce work of high quality standards by

accurately checking work flow processes and tasks. tasks .Build relations with funders, patients and multidisciplinary Prescribed Minimum Benefits, ICD 10 and procedure coding. Contribute to departments planning, budgeting and procurement processes. Monitor and evaluate patients' accounts, collect, analyse and interpret statistical data. Keep electronic and physical records. Submit monthly reports to management .Ensure compliance with regulations, prescripts and policies of the department. Manage performance and development of staff.

**ENQUIRIES** : Mr. J. Seshoka (011) 489 1065/67  
**APPLICATIONS** : Applications to be submitted on Z83 form, certified copies (within last 3 months certified) of qualifications, curriculum vitae (CV) and certified id copy. Applications must be submitted at Helen Joseph Hospital HR, No 1 Perth Road, Auckland Park 2006 or apply online at: www.gautengonline.gov.za.  
**CLOSING DATE** : 09 June 2017

**POST 21/97** : **ASSISTANT DIRECTOR FOOD SERVICE REF NO: S/000880**  
 Directorate: Allied

**SALARY** : R 334 545 per annum (All-inclusive benefits)  
**CENTRE** : Helen Joseph Hospital  
**REQUIREMENTS** : National Diploma in Food Service Management (3years). Candidates must have a minimum of 7 years' experience as a Food Service Manager. B-Tech Degree in Food Service Management Hospitality will be an added conflict resolution, specialised knowledge of all procedures and products used in the food service unit. Financial management procedure.

**DUTIES** : Manage and overall control of Human Nutrition service to ensure effective and efficient food delivery services as budget, Quality standard and efficient control of production processes and optimal labour utilization in relation to providing efficient nutritional care to clients. Implement quality assurance. Ensure implementation of policies and procedures. Maintain effective financial management. Plan effective utilisation of equipment. Ensure optimal utilization of resources. Implement and control health hygiene and safety. Ensure sound public relations with other institutions and service and professional development MS E Henning, Tel No: (011) 489 0389

**ENQUIRIES** :  
**APPLICATIONS** : must be submitted or hand delivered to: Helen Joseph Hospital. No 14 Perth Road, Auckland Park, Human hand delivered to: Helen Joseph Hospital. No 14 Perth Road, Auckland Park, Human Resource Department.  
**CLOSING DATE** : 09 June 2017

**NOTE** : The institution reserves the right not to fill the post. Please attach all necessary documents which are certified in your application including your valid identity copy, registration with your professional body and all relevant certificates. Applications without proof of necessary document will be disqualified. Invited candidates will be subjected to an employment vetting process

**POST 21/98** : **ASSISTANT DIRECTOR (FACILITY MANAGEMENT) 2 POSTS REF NO: S/000890**  
 Directorate: Forensic Pathology Service

**SALARY** : R 334 545 – R 394 065 per annum (Plus benefits)  
**CENTRE** : Pretoria and Diepkloof FPS  
**REQUIREMENTS** : A recognised three year (3) year Degree/National Diploma with minimum three (3) years experience in management and/or Grade 12 certificate with a minimum of six (6) years experience in management preferably in public service. Computer literacy and a valid driver's license are compulsory. Knowledge and understanding of all Legislative Frameworks governing Public Service. Overall knowledge of Government's transformation policies and priorities is a necessity. Excellent communication, interpersonal, reporting and writing skills. Extensive knowledge of Forensic Medical Services. Knowledge and understanding of Job description development, implementation and review.

**DUTIES** : Manage and administer the Forensic Pathology Service facility with a view to provide efficient and effective service to the public. Ensure effective, efficient and economical development of personnel; provide teaching and advice to Forensic Officers with a view to eliminate any implementation barriers. Discipline Management within the facility. Collate and analyze information obtained to provide the required statistics and quarterly reports. Prepare budgets for the relevant financial year. Give evidence in Courts whenever required. Provide

assistance to other FPS facilities and Managers in cases of disaster and major incidents. Ensure monthly submission of reports.

**ENQUIRIES** : Mr J Louw, Tel No:(012) 301 1707 for Pretoria FPS, Mr S Madibane (011) 983 1900 for Diepkloof FPS

**APPLICATIONS** : must be forwarded to Forensic Medical Services, No. 11 Diagonal Street 13<sup>th</sup> floor, reception area or can be posted to Forensic Medical Services P.O Box 7128, Johannesburg 2000.

**CLOSING DATE** : 09 June 2017

**NOTE** : The successful candidate will be subject to OHS medical surveillance as required in the HBA regulations within the OHS Act, 85 of 1993. A security clearance check with the South African Police Service or other relevant State agencies, reference check and verification of qualifications will be conducted.

**POST 21/99** : **ENVIRONMENTAL HEALTH PRACTITIONER GRADE 1 2 POSTS REF NO: 000870**  
Directorate: Public Health (Environmental Health Sub directorate)

**SALARY** : R281 148 per annum (plus benefits)

**CENTRE** : Edenvale and George Mukhari Hospital

**REQUIREMENTS** : Degree/Diploma in Environmental Health. Registered with HPCSA as an EHP with one year Community Service experience in Gauteng Public Health facilities. Driver's licence. Demonstrate understanding of Environmental Health legislation. Knowledge in communicable diseases and outbreak response. Ability to work under pressure, tenacity and resilience. Ability to plan and organize own work to promote service delivery.

**DUTIES** : Deal with the following within the public health facilities: Environmental Hygiene, Pollution Control, Water Monitoring, Advocating proper and safe water usage and waste water disposal; Waste Management (general waste and HCRW) Monitoring, Food Control, Vector Control Monitoring with in the hospital.

**ENQUIRIES** : Mrs V Kganakga, Tel (011) 355 3479

**APPLICATIONS** : The Recruitment and Selection Unit, Gauteng Department of Health, Private Bag X085, Marshalltown, 2107, Physical Address: 37 Pixley Seme Street (known as Sauer Street), Bank of Lisbon, NB! Attach certified copies of your qualifications, identity book, professional body and driver's license, curriculum vitae, and Z83. Application without proof of necessary document will be disqualified, or apply online by visiting [www.gautengonline.gov.za](http://www.gautengonline.gov.za)

**CLOSING DATE** : 09 June 2017

**POST 21/100** : **CHIEF DIAGNOSTIC RADIOGRAPHER GRADE 1 – GRADE 3 REF NO: S/000855**  
Directorate: Radiograph

**SALARY** : R281 – 321 462 (Grade 1), R268 083 – 306 537 (Grade 2)  
R390 123 – R473 445 (Grade 3) per annum (Plus Benefits)

**CENTRE** : Eersterust CHC

**REQUIREMENTS** : Degree/ National Diploma in Diagnostic Radiography. Registered with Health Professional Council of South Africa. 3 years experience as Diagnostic Radiographer (Independent practice). Experience as supervisor (provide proof) and in digital Radiography will be an advantage. Knowledge of relevant public service regulations, policies, acts and procedures. Ability to work under pressure. A copy of driver's licence is essential. Supervisory, Organizing, Communication, Budgeting, Radiographic Quality Assurance, National Core Standards, Health information management, Performance Management and Development, Health & Safety and Infection Control.

**DUTIES** : To co-ordinate, manage and supervise Radiological service delivery efficiently to the vision and mission statements of Department of Health. Adhere and ensure compliances with Radiation Control Board and Health Profession Council of South Africa legislation. Provide professional advice in issues pertaining to policies and legislation related to health. Perform Radiography service to patients. Ensure X-ray Department is compliant with licence conditions issued for X-ray equipment. Responsible for safe keeping of institutional assets. Attend and participate in institutional and provincial forum meetings. Compilation of patient's statistics, monthly reports, record-keeping and statistics.

**ENQUIRIES** : Ms J Aphane Contact : 082 555 0513

**APPLICATIONS** : Applications must be delivered to The Fields Building, 427 Hilda Street, Cnr Hilda and Burnett, Hatfield or post to P.O Box 9514, Pretoria, 0001, or apply online at: [www.gautengonline.gov.za](http://www.gautengonline.gov.za)

**CLOSING DATE** : 09 June 2017

**POST 21/101** : **SOCIAL WORKER GRADE 1 REF NO: S/000914**  
Directorate: Allied

**SALARY** : R226 686 per annum (plus benefits)  
**CENTRE** : Sterkfontein Hospital, Krugersdorp  
**REQUIREMENTS** : Recognized four year degree in Social Work. Registration with the SA Council for Social Service Professions and proof of current registration. Knowledge/experience regarding Health Care Social Work will be an advantage. Applicant must be able to function within a multi-disciplinary team. Applicant must be willing to rotate between different wards in the hospital. A driver's license is compulsory.

**DUTIES** : Render comprehensive health care social work services incorporating case and group work to patients and their next of kin. Render social work services in a mental health setting. Participate in community work and projects when needed. You would be required to act as a link between the patient and relevant community resources. Function as member of a multi-disciplinary team. Administrative accountability through keeping statistics and effective record keeping as prescribed. Liaison and networking with community resources. Study, interpret and apply relevant legislation, policies and protocols. Engage in continuous professional development activities. You will be required to attend ward rounds, conduct home visits, assess home circumstances and provide feedback to the multi- disciplinary team. Must demonstrate basic computer literacy as a support tool to enhance service delivery. Must demonstrate social work values and the principles of human rights and social justice. Must have a basic understanding of the Mental Health Care Act.

**ENQUIRIES** : Ms. R.O. Reddy, Tel. Nr. (011) 951-8298  
**APPLICATIONS** : Application must be submitted or hand-delivered on Z83 form, certified copies of C.V., ID, and Qualifications to be attached. Applications must be submitted to HR in the Administration Building or posted to Sterkfontein Psychiatric Hospital, Private Bag X2010, Krugersdorp, 1740 or apply online at [www.gautengonline.gov.za](http://www.gautengonline.gov.za)

**CLOSING DATE** : 09 June 2017

**POST 21/102** : **OPERATOR CSSD 6 POSTS REF NO: HRM 27/2017**  
Directorate: NURSING

**SALARY** : R127 851per annum plus benefits  
**CENTRE** : Steve Biko Academic Hospital  
**REQUIREMENTS** : Grade 12 or equivalent. Good interpersonal relations and communication skills. Must be able to cope with the physical demands of the position. Be able to work in a team and under pressure. Willing to work shifts, weekends Public holidays and nights

**DUTIES** : Responsible to ensure that instruments and equipment received are complete and in good working order. Responsible for cleaning, packing and autoclaving of instruments, and non-instrument packs. Packing and autoclaving of various toweling, gowns and small packs. Effective handling of cooled down items to be packed in sterile store area. Effective utilization of human and financial resources. Adhere to safety regulations. Maintain growth \ethical standards and self-development. Perform duties as required per job description, and working schedule. Maintenance of general hygiene and tidiness of the unit

**ENQUIRIES** : Mrs. ETL Ngoma Tel: (012) 354 5220  
**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** : 09 June 2017

**POST 21/103** : **SPECIALISED AUXILLIARY WORKER ECG ASSISTANT REF NO: HRM 28/2017**  
Directorate: Nursing

**SALARY** : R107 886 per annum plus benefits  
**CENTRE** : Steve Biko Academic Hospital  
**REQUIREMENTS** : Grade 12 Ability to communicate in three (3) official languages particular English. Good interpersonal; relation, communication and problem solving skills. Good reading and writing skills. Must be able to cope with the physical demands of the position. Be able to work under pressure in a team. And independently Background in health care will be an advantage

**DUTIES** : Taking of ECG wards and clinic, filling of ECG reports. Maintenance of ECG machine and see to proper working electrodes. Report on broken\missing items and send for repair or service. Asset management. Adhere to safety regulations. Perform duties as required per job description, work schedule and delegated duties by Supervisor

**ENQUIRIES** : Ms.AM Mowayo Tel: (012) 354 1300  
**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** : 09 June 2017

**POST 21/104** : **HOUSEHOLD WORKER 19 POSTS REF NO: HRM 29/2017**  
Directorate: Nursing

**SALARY** : R90 234per annum plus benefits  
**CENTRE** : Steve Biko Academic Hospital  
**REQUIREMENTS** : Grade 8 or equivalent Abet. Good interpersonal relations and communication skills. Must be able to cope with the physical demands of the position. Be able to work in a team and under pressure. Willing to work shifts, weekends, public holidays and night duty

**DUTIES** : Ensure a clean and secure environment for patients and personnel (e.g. cleaning and dusting of wards, kitchens, bathrooms, sluice's, offices, floors and windows) Disposing of medical and general waste from the wards. Management of dirty linen. Collect and return food trolleys, serve meals, tea coffee and water to the patients. Clean, manage and control cutlery and crockery. Collect cleaning materials and waste containers. Unpack consumables and clean linen. Effective utilization of human and financial resources. Adhere to safety regulations. Perform duties as required per job description, work schedule and delegated duties by supervisor

**ENQUIRIES** : Ms. M Modise Tel: (012) 354 1716  
**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** : 09 June 2017