ANNEXURE P

PROVINCIAL ADMINISTRATION: WESTERN CAPE
DEPARTMENT OF HEALTH

In line with the Employment Equity Plan of the Department of Health it is our intention with this advertisement to achieve equity in the workplace by promoting equal opportunities and fair treatment in employment through the elimination of unfair discrimination.

NOTE : It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department. Kindly note that excess personnel will receive preference.

OTHER POSTS

POST 03/135 : MEDICAL SPECIALIST GRADE 1 TO 3 (PSYCHIATRY)
Chief Directorate: Rural Health Services

SALARY :
Grade 1: R1 051 368 per annum
Grade 2: R1 202 112 per annum
Grade 3: R1 395 105 per annum
(A portion of the package can be structured according to the individual’s personal needs) (It will be expected of the successful candidates to participate in a system of remunerated commuted overtime).

CENTRE : George Hospital

REQUIREMENTS :
Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Psychiatry. Registration with a professional council: Registration with the HPCSA as a Medical Specialist in Psychiatry. Experience: Grade 1: None after registration with the HPCSA as Medical Specialist in Psychiatry. Grade 2: A minimum of 5 years’ appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employees) as Medical Specialist in Psychiatry. Grade 3: A minimum of 10 years’ appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employees) as Medical Specialist in Psychiatry. Inherent requirements of the job: Commuted overtime contract is compulsory, as well as ability to work after-hours. Valid (Code B/EB) driver’s license, as well as willingness and ability to travel. Competencies (knowledge/skills): Ability to (read, write and speak) in at least two of the three official languages of the Western Cape. Knowledge of a public health approach to delivering integrated psychiatric services. Ability to work in integrated multi-disciplinary teams across platforms. Clinical, leadership, administrative, teaching and mentoring skills. Computer literacy in MS Office mandatory. Creativity to develop new ideas which can result in positive changes to existing processes.

DUTIES :
Specialist psychiatric care to patients (all age groups) at George Hospital and at selected outreach sites in the beautiful Garden Route/ Eden - Central Karoo districts. Participate in clinical governance of a growing integrated district mental health service. Teaching and clinical supervision of junior and allied mental health practitioners, generalists and medical students within a well-established Rural Training Complex.

ENQUIRIES : Dr ZN North Tel No: (044) 802-4535
APPLICATIONS : The Chief Executive Officer: George Hospital, Private Bag X6534, George, 6530.
FOR ATTENTION : Mr BH Cassim
NOTE : No payment of any kind is required when applying for this post. Candidates, who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted with their job application / on appointment. Please note that the afore-said concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (this includes individuals who must apply for change in registration status).
CLOSING DATE: 15 February 2019

POST 03/136: STOMATOLOGIST GRADE 1 TO 3  
Chief Directorate: Emergency and Clinical Services

SALARY: Grade 1: R1 051 368 per annum  
Grade 2: R1 202 112 per annum  
Grade 3: R1 395 105 per annum  
(A portion of the package can be structured according to the individual’s personal needs)

CENTRE: Oral Health Centres

REQUIREMENTS:  
Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Dentist and an appropriate post basic Master’s degree in Maxillo Facial Radiology. Registration with a professional council: Registration with the HPCSA as a Dentist. Experience: Grade 1: None after registration with the HPCSA as Dentist and after acquiring the appropriate Master’s degree in Maxillo Facial Radiology. Grade 2: Minimum of 5 years’ appropriate experience as Dentist after registration with the HPCSA as Dentist and after acquiring the appropriate Master’s degree in Maxillo Facial Radiology. Grade 3: Minimum of 10 years’ appropriate experience as Dentist after registration with the HPCSA as Dentist and after acquiring the appropriate Master’s degree in Maxillo Facial Radiology. Inherent requirement of the job: Registered as an Independent Practitioner by the HPCSA with post-graduate training and expertise in Maxillo Facial Radiology.

DUTIES: Related administrative support to the Radiology Cluster. Planning, organising and implementing of preclinical and clinical courses. Assessment of pre-clinical and clinical work done by students and evaluation of attendance records of junior and senior students. Compilation and assessment of test and examinations and maintaining standards in student assignments. Available as a Consultant in a patient referral network in the Western Cape. Provide leadership in teaching and training and to utilise the platform for operational research in order to optimise service delivery with the efficient utilisation of state resources.

ENQUIRIES: Dr E Prince Tel No: (021) 937-3196
APPLICATIONS: The Dean/Manager, Oral Health Centres, Private Bag X1, Tygerberg, 7505.
FOR ATTENTION: Ms P De Bruin
NOTE: No payment of any kind is required when applying for this post.
CLOSING DATE: 08 February 2019

POST 03/137: QUALITY ASSURANCE COORDINATOR  
Garden Route District

SALARY: R356 289 per annum

CENTRE: Harry Comay Hospital


DUTIES: Support the Health Establishment staff with the implementation of the Ideal Clinic Realisation and Maintenance (ICRM) and National Core Standards (NCS) requirements. Ensure the maintenance of the Infection Prevention and Control (IPC) standards. Establish measures that will ensure health and safety of staff and users. Help build the competency of staff by identifying, planning and addressing...
Quality Improvement (QI), Infection Prevention and Control (IPC) and Occupational Health and Safety training needs and maintaining and updating the Health Establishment training data base. Monitor data quality in the Health Establishment.

**ENQUIRIES**
Ms MJF Marthinus Tel No: (044) 814-1100

**APPLICATIONS**
The Manager: Eden District Office, Private Bag X6592, George, 6530.

**FOR ATTENTION**
Ms S Pienaar

**NOTE**
No payment of any kind is required when applying for this post.

**CLOSING DATE**
08 February 2019

**POST 03/138**
**CLINICAL CODING TRAINER**
(Contract Post until 31 March 2021)
Directorate: Clinical Coding Services and Diagnosis Related Groups (DRGs)

**SALARY**
R299 709 per annum plus 37% in lieu of service benefits.

**CENTRE**
Head Office, Cape Town based at Tygerberg Hospital Office

**REQUIREMENTS**
Minimum educational qualification: A health related three-year National Diploma or Degree registrable with the Health Professions Council of South Africa (HPCSA) or the South African Nursing Council (SANC). Experience: Appropriate leading organisational knowledge and experience level of coding, experience in Training and Development of Training material in Diagnostic and Procedural coding in South Africa. Appropriate knowledge and experience in Learning Management Systems (LMS) (e-Learning platform e.g. Moodle) with roles as Administrator and or Teacher and or Student. Inherent requirements of the job: Valid unendorsed (Code B/EB) driver's licence. Willingness to travel on a regular basis away from work place to visit Healthcare Facilities that fall under the Western Cape Department of Health. Competencies (knowledge/skills): Excellent written and verbal communication skills in at least two of the three official languages of the Western Cape. Excellent presentation, facilitation and training skills and abilities. Ability to interpret and apply financial policies, procedures and prescripts, ability to work independently and within a team and able to liaise at a high level. Excellent people, technical and conceptual skills and the ability to represent the Department with confidence in engagements with internal and external clients, as well as other Departmental Institutions. Advanced computer literacy in Microsoft Office applications (MS Word, Excel, PowerPoint, Outlook), Train-the-Trainer or equivalent qualification. ICD-10 Basic and Intermediate Certificates.

**DUTIES**
Develop (research training material), Maintain and revise training manuals, presentations, user guides, LMS. Deliver formal training to Clinical and Administrative staff to improve Clinical Coding accuracy and comprehensiveness, optimal revenue generation and management in all the Institutions of the WCG: Health (including latest Finance Instructions, system enhancements, etc.). Assist Assistant Manager, Manager as administrator for clinical coding training on Moodle. Establish the training needs of institutions and plan training sessions including making necessary arrangements for training, workshops and presentations. Evaluate training and update skills inventories in respect of the allocated institutions and provide feedback of training to management of the relevant institution. Professional communication both telephonically and in writing with all role players. Accurate record keeping and accurate and timeous distribution of training material. General office and ad-hoc duties.

**ENQUIRIES**
Mr F Vorster Tel No: (021) 938-4362 or E-mail: frans.vorster@westerncape.gov.za

**APPLICATIONS**
Applications are submitted online via www.westerncape.gov.za/health-jobs

**NOTE**
No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a competency test.

**CLOSING DATE**
08 February 2019

**POST 03/139**
**INDUSTRIAL TECHNICIAN PRODUCTION**
Directorate: Health Technology

**SALARY**
R242 475 per annum

**CENTRE**
Head Office, Cape Town based at Clinical Engineering in Goodwood

**REQUIREMENTS**
Minimum educational qualifications: National Diploma (T or N or S stream) Electronics/Electrical–light Current or Mechatronics/ Mechanical or Bio-medical or
registration with the Engineering Council of South Africa (ECSA) as a professional
Engineering Technician. Experience: Appropriate experience with repair and
maintenance to Life Support and related medical equipment or demonstrate an
aptitude for this type work. Inherent requirements of the job: Valid (Code B/EB)
driver’s licence. Willingness to work overtime, stay away and travel throughout the
Western Cape Province. Competencies (knowledge/skills): Excellent ability to fault
find and repair down to component level. Practical hands-on experience with repair
of Life Support equipment. Computer literate. Good written and verbal
communication.

**DUTIES**

Support Unit Head by completing task with time limits. Liaise with clients with
regard to information and work progress. Ensure compliance with Occupational
Health and Safety Act. Prioritise work and consideration of operational
requirements and assist with training of staff and operators. Request parts and
service via LOGIS system. Maintaining of Maintenance Management and internal
records. Write reports and assist with specifications. Carry out maintenance,
repairs and installation of Life Support and related medical equipment. Visit
institutions to maintain service routes and preventative maintenance schedules.

**ENQUIRIES**

Mr M Njamela or Mr G Lee Tel No: (021) 591-7126

**APPLICATIONS**

Applications are submitted online via www.westerncape.gov.za/health-jobs

**NOTE**

No payment of any kind is required when applying for the post. Shortlisted
candidates will be subjected to a competency test.

**CLOSING DATE**

08 February 2019

**POST 03/140**

**ARTISAN PRODUCTION GRADE A TO C (MECHANICAL)**

Chief Directorate: Rural Health Services

**SALARY**

Grade A: R179 523 per annum
Grade B: R211 464 per annum
Grade C: R246 870 per annum

**CENTRE**

Paarl Hospital

**REQUIREMENTS**

Minimum educational qualification: Appropriate trade test certificate. Experience:

- **Grade A:** No experience required.
- **Grade B:** At least 18 years appropriate/recognisable experience in the area after obtaining the relevant Trade Test Certificate.
- **Grade C:** At least 34 years appropriate/recognisable experience in the area after obtaining the relevant Trade Test Certificate. Inherent requirements of the job: Valid (Code B/EB) driver’s licence. Perform standby duties and attend to emergency breakdowns after-hours. Competencies (knowledge/skills): Conversant with the Machinery and Occupational Health and Safety Act. Computer literacy. Proficiency in at least two of the three official languages of the Western Cape. Appropriate experience in compressors, autoclaves, air-conditioning and refrigeration systems. Supervisory experience including People and Financial Management. Problem-solving and analysis skills.

**DUTIES**

Check, maintain, install and repair mechanical, air conditioner, electrical
installations and equipment. Check and reset fire alarms. Manage and supervise
work schedules for the division and assist in supervising and training of staff.
Manage and assist with the execution of maintenance projects/repairs. Exercise
control over tools and materials.

**ENQUIRIES**

Mr G R Abrahams Tel No: (021) 860-2797

**APPLICATIONS**

The Chief Executive Officer: Paarl Hospital, Private Bag X3021, Paarl 7620.

**FOR ATTENTION**

Mr KN Cornelissen

**NOTE**

Shortlisted candidates may be subjected to a competency test. No payment of any
kind is required when applying for this post.

**CLOSING DATE**

15 February 2019

**POST 03/141**

**ADMINISTRATION CLERK: SUPPORT**

Central Karoo District

**SALARY**

R163 563 per annum

**CENTRE**

Beaufort West Hospital

**REQUIREMENTS**

Minimum educational qualification: Senior Certificate (or equivalent). Experience:
Appropriate experience. Inherent requirement of the job: Valid (Code B/EB)
driver’s licence. Competencies (knowledge/skills): Sound knowledge of the Basic
Accounting System (BAS) and of all applicable government legislation. Knowledge of the LOGIS payment system. Computer literacy (MS Word and Excel). Proficiency in at least two of the three official languages of the Western Cape. Appropriate experience in an accounting or finance environment. Workable knowledge of PFMA, National and Provincial Treasury Directives.

**DUTIES**

**ENQUIRIES**
Mr H van Wyk Tel No: (023) 414-8200

**APPLICATIONS**
The Director: Garden Route District Office, Private Bag X6592, George, 6530.

**FOR ATTENTION**
Ms S Pienaar

**NOTE**
No payment of any kind is required when applying for this post.

**CLOSING DATE**
15 February 2019

**POST 03/142**

**SALARY**
R96 549 per annum

**CENTRE**
Red Cross War Memorial Children’s Hospital, Rondebosch

**REQUIREMENTS**
Minimum requirement: Basic literacy and numeracy. Experience: Porter duty experience in a hospital environment. Inherent requirements of the job: Willingness to work shifts, including nightshift. Willingness to handle bodies (corpses). Ability to handle heavy objects. Competencies (knowledge/skills): Ability to communicate in at least two of the three official languages of the Western Cape.

**DUTIES**
- Accompany walking patients and transport sitting/non-walking patients per wheelchair/trolley from reception to the wards or from the wards to the treatment centres. Direct or accompany visitors to various destinations. Assist with the loading of patients in/out of ambulances/vehicles and transfer of patients to beds/trolleys and vice versa. Carry medical and other documentation (patient files and reports) to wards/treatment areas. Assist with shifting of medical equipment to and from rooms. Responsible for the cleanliness and reporting of defects of trolleys and wheelchairs. Assist with the transportation of corpses from wards.

**ENQUIRIES**
Mr J Van Rooi Tel No: (021) 658-5457

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

**FOR ATTENTION**
Ms C Davids

**NOTE**
No payment of any kind is required when applying for this post.

**CLOSING DATE**
15 February 2019