ANNEXURE R

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 20/127: MEDICAL OFFICER GRADE 1 TO 3 (X3 POSTS)
Overberg District Office

SALARY

Grade 1: R821 205 per annum
Grade 2: R938 964 per annum
Grade 3: R1 089 693 per annum

(A portion of the package can be structured according to the individual’s personal needs).

CENTRE

Post A: Grabouw CHC (X1 post)
Post B: Caledon Hospital (X2 posts)

REQUIREMENTS

Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner. Registration with a professional council: Registration with the HPCSA as Medical Practitioner. Experience: Grade 1: None after registration as Medical Practitioner with the HPCSA in respect of SA qualified employees. One year relevant experience after registration as Medical Practitioner with a recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Grade 2: A minimum of 5 years appropriate experience as Medical Practitioner after registration with the HPCSA as a Medical Practitioner in respect of SA qualified employees. A minimum of 6 years relevant experience after registration as Medical Practitioner with a recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Grade 3: A minimum of 10 years appropriate experience as a Medical Practitioner after registration with the HPCSA as a Medical Practitioner in respect of SA qualified employees. A minimum of 11 years relevant experience after registration as Medical Practitioner with a recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Inherent requirements of the post: Participation in the Commuted Overtime dispensation for Medical Officers is compulsory at Caledon Hospital and Grabouw CHC. Incumbent will have to work at any facility in the Theewaterskloof Sub-district if required. Competencies (knowledge/skills): Anaesthetic and Surgical Skills. Possession of the ATLS, ACLS, PALS Certificates. Fluency in at least two of the three official languages of the Western Cape. Independent and effective decision-making.

DUTIES

(key result areas/outputs): Provide an outreach and support service to management and hospital staff. Evaluate and manage patients. Clinical teaching of under-graduates. Relevant administration as required for Medical legal purposes.

ENQUIRIES

Dr MS Rambiyana Tel No: (028) 212-1070

APPLICATIONS FOR ATTENTION

The Director: Overberg District Office, Private Bag X10, Caledon, 7230.
Ms A Brits

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: 21 June 2019

POST 20/128: ASISTANT MANAGER NURSING (PRIMARY HEALTH CARE)
Cape Winelands Health District

SALARY: R614 991 (PN-B4) per annum
CENTRE: Ceres Community Day Care
REQUIREMENTS:
Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as Professional Nurse. Post-basic qualification with duration of at least 1 year in Clinical Nursing Science, Health Assessment, Treatment and Care, accredited with SANC (R48). Experience: A minimum of 10 years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 6 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1-year post-basic qualification in the relevant specialty. At least 3 years of the period referred to above must be appropriate/recognisable experience at management level.
Inherent requirement of the job: Valid (Code B/EB) driver’s licence and willingness to travel within the Sub-district. Competencies (knowledge/skills): In depth knowledge and application of Ideal Clinic and National Core Standards. In-depth knowledge and application of the Practical Approach to Care Kit and Knowledge of Community Oriented Primary Care. Demonstrate in-depth knowledge of nursing and public service legislation and Knowledge of Human Resource and Financial policies. Ability to effectively communicate in at least two of the three official languages of the Western Cape. Computer literacy (MS Word and Excel; PowerPoint).

DUTIES:
Responsible for operational and strategic management of District Health Services for the Sub-district, (i.e. CDC’s, clinics, and mobiles). Ensure that all prescribed health policies are implemented. Provide clinical supervision and support services at the Witzenberg PHC Facilities. Ensure efficient financial planning, control and the effective use of all resources. Participate in Human Resource Management and Skills Development Planning of clinic staff within the Sub-district. Liaise with other organisations and role-players within the Witzenberg Sub-district to ensure appropriate service delivery to the community.

ENQUIRIES:
Mr L Wawini Tel No: (023) 316-9600
APPLICATIONS:
The Director: Cape Winelands District Office, Private Bag X3079, Worcester, 6849.
FOR ATTENTION:
Ms JB Salie
NOTE:
No payment of any kind is required when applying for this post.
CLOSING DATE: 21 June 2019

POST 20/129: OPERATIONAL MANAGER NURSING (SPECIALTY AREA: PAEDIATRIC WARD)
Chief Directorate: Metro Health Services

SALARY: R562 800 (PN-B3) per annum
CENTRE: Khayelitsha District Hospital
REQUIREMENTS:
Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post-basic nursing qualification with a duration of at least 1 year accredited with the SANC in Child Nursing Science. Experience: 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 the relevant specialty. Registration with a professional council: Registration with the SANC as a Professional Nurse. Registration or proof of application for registration of the additional specialized qualification in Child Nursing Science with the SANC. Inherent requirement of the job: Willingness to work shifts, weekends and public holidays when required. Competencies (knowledge and skills): Understanding of nursing legislation and related legal and ethical nursing practices. Ability to perform clinical nursing practice in accordance with the scope of practice and nursing standards. Good communication and interpersonal skills. Decision making and problem solving skills. Knowledge of
Code of Conduct and Labour Relations and related policies. Basic understanding of HR and Financial policies and procedures. Basic computer literacy. Excellent verbal and written communication skills in at least two of the three official languages of the Western Cape. Knowledge and understanding of relevant legislation, hospital procedures and policies.

**DUTIES**: (key result areas/outputs): Provide effective management and professional leadership. Coordination of optimal, holistic specialized nursing care provided within set standards and a professional/legal framework. Manage effectively the utilization and supervision of physical and material resources. Effective contribution towards achievement of nursing and organizational goals and objectives. Promote and facilitate training, motivation and development of personnel. Participate in policy formulation, analysis and review. Assist with after hour supervision and management functions of the institution. Perform relief duties of your supervisor as delegated when needed. Ensure the provision of accurate statistical information for data management and quality improvement initiatives.

**ENQUIRIES**: Ms G Mashaba Tel No: (021) 360-4408

**APPLICATIONS**: The Chief Executive Officer: Khayelitsha District Hospital, Metro Health Services, Private Bag x6, Khayelitsha, 7783.

**FOR ATTENTION NOTE**: Mr J Minnies

**NOTE**: No payment of any kind is required when applying for this post. Shortlisted candidates may be required to do a competency tested as part of the interview process.

**CLOSING DATE**: 21 June 2019

**POST 20/130**: OPERATIONAL MANAGER NURSING (SPECIALTY): POST 1: ORTHOPAEDICS) (OPD) AND POST 2: CRITICAL CARE) (X2 POSTS)

**SALARY**: R562 800 (PN-B3) per annum

**CENTRE**: Groote Schuur Hospital, Observatory

**REQUIREMENTS**: Minimum educational qualifications: Post 1 and 2: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Post 1: A post-basic nursing qualification with duration of at least one year, accredited with the SANC in Medical and surgical Nursing Science: Orthopaedic Nursing. Post 2: A post-basic nursing qualification with duration of at least one year, accredited with the SANC in Medical and Surgical Nursing Science in Critical Care Nursing: General. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: Post 1 and 2: A minimum of 9 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Post 1: At least 5 years of the period referred to above must be appropriate/recognisable experience in Orthopaedics after obtaining the one-year post-basic qualification as mentioned above. Post 2: At least 5 years of the period referred to above must be appropriate/recognisable experience in Critical Care after obtaining the one-year post-basic qualification as mentioned above. Inherent requirements of the job: Perform after-hour and weekend duties for the department and the hospital. Competencies (knowledge/skills): Principles of Management: Supervisory, problem solving, conflict resolution and interpersonal skills. Leadership, communication skills and computer literacy. Knowledge of Nursing legislation, related legal and ethical nursing practices and framework. Labour relations legislation and relevant public sector policies and protocols. Human Resources and Financial Management, including computer literacy (i.e. Ms Word, Excel, PowerPoint and Outlook). Post 1: Extensive knowledge in Orthopaedic Nursing Science. Post 2: Extensive knowledge in Critical Care Nursing Science.

**DUTIES**: Key result areas/outputs: Responsible for the co-ordination and delivery of quality nursing care within the relevant department. Participate in formulation, monitoring and implementation of policies, guidelines, standards, procedures and regulations pertaining to nursing care within the relevant Department. Provide effective support and management of human, material and financial resources, as well as Functional Business FBU management principles. Manage staff performance, training and personal development of self and subordinates including management of underperformance and grievances. Collect, provide and use relevant information for the enhancement of service delivery. Participate in and encourage nursing research.

**ENQUIRIES**: Mr A Mohamed, tel. no. (021) 404-2071
APPLICATIONS: The Chief Executive Officer: Groote Schuur Hospital, Private Bag X4, Observatory, 7935.

FOR ATTENTION: Ms N Mbili

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

CLOSING DATE: 21 June 2019

POST 20/131: OPERATIONAL MANAGER NURSING GRADE 1 (GENERAL WARD)
Garden Route District

SALARY: R444 276 (PN-A5) per annum, (Plus a non-pensionable rural allowance of 8% basic annual salary)

CENTRE: Oudtshoorn Hospital

REQUIREMENTS: Minimum educational qualification: Basic R425 qualification (i.e. degree/diploma in nursing) or equivalent qualification that allows registration with the South African Council (SANC) as a Professional Nurse. Registration with a professional council: Registration with the SANC as Professional Nurse and Proof of current registration (i.e. annual licensing receipt of 2019). Experience: A minimum of 7 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirement of the job: Willingness to work shifts, weekends and public holidays, as required. Competencies (knowledge/skills): Ability to promote quality patient care through the setting, implementation and monitoring of standards. Knowledge and insight of legislation and policies, relevant to current nursing practice within the public sector. Good organisational, interpersonal, leadership, decision-making and conflict resolution skills. Basic computer skills.

DUTIES: Key result areas/outputs: Effective and efficient coordination of required nursing care which is compliant with the standards set by the service and professional framework. Participate in management and utilise physical, financial and Human Resources to fulfil operational and developmental functions in accordance with legislation and policies. Manage stock and equipment in accordance with legislation and policies. Participate in health promotion and illness prevention initiatives and contribute to their evaluation. Maintain and promote ethical standards and the core values of the department. Ensure that participation in research related activities are evident in the practice.

ENQUIRIES: Ms H Human, tel. no. (044) 203-7203

APPLICATIONS: The District Manager: 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: 28 June 2019

POST 20/132: CLINICAL PROGRAMME COORDINATOR (NURSING TRAINING)
(One-Year Contract)
West Coast District

SALARY: R444 276 (PN-A5) per annum 37% in lieu of service benefits

CENTRE: West Coast District (Station at Saldanha Bay Sub-district Office)

REQUIREMENTS: Minimum educational qualification: Basic R425 qualification (diploma/degree) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. (This dispensation is only applicable for posts of Clinical Programme Coordinator where it is an inherent requirement of the job, incumbent to maintain registration with the SANC). Registration with the professional council: Current registration with SANC as a Professional Nurse. Experience: A minimum of 7 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirement of the job: Valid (Code B/EB Manual) driver’s licence and willingness to travel in the district or as required. Competencies (knowledge/skills): Good interpersonal relations, leadership and communication skills (verbal and written) in at least two of the three official languages of the Western Cape. Ability to interpret and apply policies as well as analyses of Health System Information. Knowledge of development and analysis of protocols and guidelines, Acts and procedures. Project management skills as well as good report writing skills and facilitation skills. Experience in community or Public Health Services and the management thereof. Experience and ability to
transfer knowledge and skill in a group as well as individual setting. At least two years practical experience in training and facilitation will be an advantage. Computer literate (MS Word, Excel, PowerPoint).

DUTIES:
Manage the People development and training functions within the sub district by overall integrated planning, coordination and facilitation of nurse training programs and related allied health professionals. Coordinate and facilitate the development of learning opportunities for all nursing and professional allied health staff. Manage and lead the implementation of the informal nurse training programs. Facilitate and coordinate the clinical accompaniment/mentorship programmes. Effective management and utilisation of allocated resources.

ENQUIRIES:
Ms NT Mkhwela Tel No: (022) 709-5067

APPLICATIONS:
The Manager: Medical Services, Saldanha Bay Sub-District, Private Bag X3, Vredenburg, 7380.

FOR ATTENTION:
Mr MZ Emandien

NOTE:
Shortlisted candidates may be requested to do a practical test during the interview. No payment of any kind is required when applying for this post.

CLOSING DATE:
28 June 2019

POST 20/133:
RADIOGRAPHER GRADE 1 TO 3 (ULTRA-SONOGRAPHER)
Chief Directorate: Metro Health Services

SALARY:
Grade 1: R395 703 per annum
Grade 2: R466 119 per annum
Grade 3: R549 066 per annum

CENTRE:
Mitchell’s Plain Hospital

REQUIREMENTS:
Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) in Radiography (Ultrasound). Registration with a professional council: Registration with the HPCSA as a Radiographer (Ultrasound). Experience:
Grade 1: None after registration with the HPCSA in Radiography (Ultrasound) in respect of RSA qualified employees. One-year relevant experience after registration with the HPCSA in Radiography (Ultrasound) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Grade 2: Minimum of 10 years’ relevant experience after registration with the HPCSA in Radiography (Ultrasound) in respect of RSA qualified employees. Minimum of 11 years’ relevant experience after registration with the HPCSA in Radiography (Ultrasound) in respect of foreign qualified employees of whom it is not required to perform Community Service as required in South Africa. Grade 3: Minimum of 20 years’ relevant experience after registration with the HPCSA in Radiography (Ultrasound) in respect of RSA qualified employees. Minimum of 21 years’ relevant experience after registration with the HPCSA in Radiography (Ultrasound) in respect of foreign qualified employees of whom it is not required to perform Community Service as required in South Africa. Inherent requirement of the job: Physically able to perform the duties required. Competencies (knowledge/skills): Thorough knowledge of ultrasonography techniques and protocols. Ability to work independently and in a team. Ability to communicate (written and verbal) in at least two of the three official languages of the Western Cape. Good interpersonal communication, decision-making and conflict Management skills. Computer literacy (MS Word, PowerPoint and Excel). Comprehensive knowledge of radiation protection and sonography equipment safety. Ultrasound scanning experience and ability to work independently.

DUTIES:
(key result areas/outputs): Responsible for the smooth running of the department and professional service to patients. General care of patients and safety of patients. Produce images of high standards. Responsible for quality assurance in the ultrasound department. Maintain case records and statistics. Participate in CPD training programmes.

ENQUIRIES:
Ms C King, tel. no. (021) 377-4773

APPLICATIONS:
The Chief Executive Officer: Mitchells Plain Hospital, Private Bag X9, Mitchells Plain, 7789.

FOR ATTENTION:
Ms CC Johnson

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 : 21 June 2019

POST 20/134 : PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: TRAUMA AND EMERGENCY)
Garden Route District

SALARY : Grade 1: R383 226 (PN-B1) per annum
Grade 2: R471 333 (PN-B2) per annum
(Plus a non-pensionable rural allowance of 8 % of basic annual salary)

CENTRE : Oudtshoorn Hospital

REQUIREMENTS : Minimum educational qualifications: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post-basic nursing qualification with a duration of at least 1 year, accredited with the SANC in Medical and Surgical Nursing Science in Critical Care Nursing: Trauma and Emergency or Medical and Surgical Nursing Science in Critical Care Nursing: General. Registration with a professional council: Registration with the SANC as Professional Nurse and proof of current registration (i.e. annual licensing receipt of 2019/2020). Experience: Grade 1: A minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 14 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in the specific speciality after obtaining the 1-year post-basic nursing qualification with the SANC as mentioned above. Inherent requirement of the job: Willingness to work shifts and after-hours (weekends, public holidays and night duty). Competencies (knowledge/skills): Good written and verbal communication skills in at least two of the three official languages of the Western Cape. Knowledge of policies and legislation regarding Trauma/Emergency/Critical Care Services and the ability to implement it. Leadership and interpersonal skills. Computer skills.

DUTIES : Key result areas/outputs: Provide and supervise holistic Institutional nursing care regarding the identification of nursing care needs, the planning and implementation of nursing care plans. Direct and educate members of the multi-disciplinary team regarding nursing programs and regulate/co-ordinate the execution of the program in conjunction with the unit manager. Ensure overall quality of the nursing care is facilitated cost effectively, efficiently and equitably whilst at the same time ensuring compliance to the requirements of professional an ethical practice. Maintain professional growth/ethical standards and self-development, compliance to professional, legal and ethical regulations governing nursing practice.

ENQUIRIES : Ms H Human, tel. no. (044) 203-7203

APPLICATIONS : The District Manager: Garden Route District Office, Private Bag X 6592, George, 6530.

FOR ATTENTION : Ms S Pienaar

NOTE : No payment of any kind is required when applying for this post. Candidates who are not in possession of the required qualifications will be appointed into the general stream, and they will be required to obtain the necessary qualifications within a predetermined period of time. Candidates without the required post-basic qualifications can only be appointed if no suitable candidates with the required educational qualifications could not be found. “Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted with their job application/on appointment. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status).”

CLOSING DATE : 28 June 2019

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POST 20/135: PHARMACIST INTERN (CONTRACT POST)

SALARY: R350 817 per annum

CENTRE: Groote Schuur Hospital, Tygerberg Hospital, Red Cross War Memorial Children’s Hospital, Worcester Regional Hospital, George Hospital, Stellenbosch Hospital, Eerste River Hospital, Karl Bremer Hospital, Victoria Hospital, Khayelitsha Hospital, Kraaifontein CHC, Lady Michaelis CHC, Vanguard CHC, Mitchell's Plain CHC, Bishop Lavis CHC

REQUIREMENTS: Minimum educational qualification: Senior Certificate (or equivalent). University academic record for the 3 years of study. Registration with a professional council: Registration with a Professional Council (SAPC) as a Pharmacist student. Inherent requirement of the job. Registration with SAPC as a Pharmacist Intern by 1 January 2020. Competencies (knowledge/skills): Knowledge of and ability to comply with applicable legislation. National and Provincial Health Policies, Pharmacy Acts and Laws. Ability to work accurately under pressure and maintain a high standard of professionalism. Good interpersonal and communication skills. Computer literacy. Ability to communicate effectively (verbal and written) in at least two of the three official languages of the Western Cape.

DUTIES: Under the supervision of a Pharmacist/Tutor. Leadership by demonstrating initiative in addressing problems. Provision of Pharmaceutical Care, including prescription evaluation, dispensing of medication and provision of information to ensure patient compliance and therapeutic success. Effective medicine supply management to ensure the safe and reliable procurement, storage, control and distribution of quality pharmaceuticals. Adherence to policies, procedures and expenditure control. Assist with the training, education and development of pharmacy staff and other health workers, and promotion of Public health. Quality Management by demonstrating compliance with National Core Standards, Occupational Health and amp; Safety control and good Pharmacy practices.

ENQUIRIES: Ms D Frieslaar Tel No: (021) 483 6197

APPLICATIONS: www.westerncape.gov.za/health-jobs (click "online applications").

NOTE: All applicants are to submit a comprehensive CV with referral letters from 3 referees and a covering letter clearly stating a minimum of 5 institutions in the order of preference posts as advertised. If the applicant does not select 5 institutions their application will not be considered. Certified copies of Matric Certificate, Identity Document, University academic record for the 3 years of study and South African Pharmacy Council (SAPC) student registration certificate. All short listed candidates will undergo a technical competency test. The relevant clause regarding the first time registration does not appear in the relevant advert. “Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted with their job application / on appointment. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status).”

CLOSING DATE: 21 June 2019

POST 20/136: RADIOGRAPHER (DIAGNOSTIC)

CENTRE: Caledon Hospital, Theewaterskloof Sub-district

REQUIREMENTS: Minimum educational qualification: Appropriate qualification that allows for registration with the Health Professions Council of South Africa (HPCSA) as a Radiographer in Diagnostic Radiography. Registration with a professional council: Registration with the HPCSA as a Diagnostics Radiographer. Experience: Grade 1: None after registration with the HPCSA in the relevant profession (where applicable) in respect of RSA qualified employees. 1-year relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa.
Africa. Grade 2: A minimum of 10 years’ relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of SA qualified employees. A minimum of 11 years’ relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Grade 3: A minimum of 20 years’ relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of SA qualified employees. A minimum of 21 years’ relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Inherent requirements of the job: Work shifts, weekend when required and be on call in the Sub-district. Do relief work at Grabouw CHC when required. Render after hour radiography services at Caledon hospital and Grabouw CHC as per notice when required. Competencies (knowledge/skills): Knowledge of protocols, radiation protection, quality assurance and equipment safety. Ability to communicate in at least two of the three official languages of the Western Cape (written and verbal). Computer literacy (MS Windows, Word, Excel and PowerPoint). Good interpersonal skills and perform effectively as part of a multidisciplinary team. Knowledge of Patient Archiving and Communication Systems and Radiology Information Systems.


ENQUIRIES: Dr MS Rambiyana Tel No: (028) 212-1070
APPLICATIONS: The Director: Overberg District, Private Bag X07, Caledon, 7230.
FOR ATTENTION: Ms A Brits
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: 21 June 2019
POST 20/137: SENIOR PERSONNEL PRACTITIONER (RECRUITMENT AND SELECTION)

SALARY: R316 791 per annum
CENTRE: Head Office, Cape Town

DUTIES: (key result areas/outputs): Render an effective and efficient advisory support service with regard to Recruitment and Selection. Implement and maintain the Online Recruitment and Selection system within the Department of Health. Provide effective Human Resource representation during the Recruitment and Selection processes for SMS and salary levels 1 – 12 posts. Draft submissions for the filling of all posts including cabinet submissions for SMS posts. Scrutinise motivations and accompanying documentation. Identify areas of need and implement training programmes and information sessions on existing and new policies and prescripts. Supervision of staff. Provide assistance and advise in respect of conciliation/arbitration. Investigate grievances in respect of Recruitment and Selection.

ENQUIRIES: Ms C Dawood Tel No: (021) 483-5426
NOTE: No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a practical/competency test.

CLOSING DATE: 21 June 2019

POST 20/138: COMMUNITY LIAISON OFFICER
Cape Winelands District

SALARY: R316 791 per annum
CENTRE: Cape Winelands District Office
REQUIREMENTS:
Minimum educational qualification: An appropriate three-year National Diploma or Degree. Experience: Appropriate experience with community development, project management or NPO sector. Inherent requirement of the job: Valid (Code B/EB) Driver’s licence and willingness to travel. Competencies (knowledge/skills): Good written and verbal communication skills in at least two of the three official languages of the Western Cape. Good coordination skills, project management skills, training skills and computer literacy. Ability to work both as part of a team and independently. Good communication and presentation skills.

DUTIES:
Overall co-ordination and monitoring of the on-going activities within communities and community structures within the Cape Winelands district. Engaging with all relevant stakeholders to ensure the realisation of Western Cape Government Health’s Vision and Mission regarding community involvement and participation. Facilitate community dialogues. Consolidate and prepare reports. Support and assist with establishing and implementation of clinic committees.

ENQUIRIES: Ms H Liebenberg Tel No: (023) 348-8118
APPLICATIONS: www.westerncape.gov.za/health-jobs (click “online applications”).
NOTE: No payment of any kind is required when applying for this post.

POST 20/139: ARTISAN PRODUCTION GRADE A TO C (MECHANICAL)
Chief Directorate: Metro Health Services

SALARY:
Grade A: R190 653 per annum
Grade B: R224 574 per annum
Grade C: R262 176 per annum

CENTRE: Eerste River 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: Physically able to perform the duties required. Valid (Code B/EB) driver’s licence. Perform standby duties and attend to emergency breakdowns after-hours. Competencies (knowledge/skills): Conversant with the requirements of the Machinery and Safety Act (Act 85 of 1993). Ability to communicate (written and verbal) 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. Computer literacy (MS Word and Excel).

DUTIES:
(key result areas/outputs): Repairs, Maintenance and Fault finding of mechanical, air-conditioning, electrical installations, plumbing and equipment. Assist with the procurement and exercise control over workshop tools and materials. Manage and supervise work schedules for the division and supervising and training of staff. Manage and assist with the execution of maintenance projects/repairs. Collect, log and track repair requisitions and keep record of all repairs and perform the necessary administrative functions. Liaise with Engineering workshops such as Karl Bremer, Lentegeur and Zwaanswyk. Liaise with service providers and agents to manage quotations and maintenance. Render assistance to management with regards to all functions (including administrative duties) of the division and give feedback to management on service and maintenance issues.

ENQUIRIES: Mr GW Moses Tel No: (021) 831-0200
APPLICATIONS: The Chief Executive Officer: Eerste River Hospital, Private Bag X 5, Eerste River, 7100.
FOR ATTENTION: Ms N Wege
NOTE: No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a competency test.

CLOSING DATE: 28 June 2019

POST 20/140: ADMINISTRATION CLERK: ADMISSIONS (REGISTRY) (X10 POSTS)
Overberg District

SALARY: R173 703 per annum
CENTRE: Grabouw Community Health Centre (X7 posts)
Caledon Hospital, Theewaterskloof Sub-district (X2 posts)
Bredasdorp Community Day Centre (X1 post)

REQUIREMENTS: Minimum educational qualification: Senior Certificate (or equivalent).
Experience: Appropriate administration experience. Inherent requirements of the job: Must be able to work 24 hour shifts (including night duty, weekends and public holidays). Willingness to work overtime on short notice.
Competencies (knowledge/skills): Computer literacy (MS Windows: Word and Excel), Administrative duties. Knowledge of record keeping/archive procedures. Ability to communicate in at least two of the three official languages of the Western Cape. Ability to accept accountability and responsibility and to work independently and unsupervised.

DUTIES: (key result areas/outputs): Admission of patients, maintain patient appointments and schedule appointments for patients. Record keeping, filing and retrieving of folders, tracing of old folders and compiling of new folders, archiving and destruction of folders. Complete registration, accounts in respect of arrears, fees and transport. Collate patient statistics and reconciliation with Para-medical department records. Responsible for handling telephonic and personal enquiries. Effective support to supervisor and colleagues.

ENQUIRIES: Ms N Peton Tel No: (028) 212-1070 (Grabouw CDC), Ms Z Boshoff, Tel No: (028) 212-1070 (Caledon Hospital)

APPLICATIONS: The District Director: Overberg District Office, Private Bag X07, Caledon, 7230.
FOR ATTENTION: Ms A Brits
NOTE: No payment of any kind is required when applying for this post.
CLOSING DATE: 28 June 2019

POST 20/141: HANDYMAN
Garden Route District

SALARY: R145 281 per annum
CENTRE: Mossel Bay Hospital

REQUIREMENTS: Minimum requirement: Basic literacy and numeracy. Experience: Appropriate carpentry experience. Inherent requirements of the job: Valid (Code B/EB) driver's licence. Willingness to work overtime and do standby duties. Must be physically able to perform duties required. Competencies (knowledge/skills): Ability to function independently, plan ahead (pro-active) and work in a team. Ability to adhere to safety standards. Ability to handle conflict and problem-solving situations.

DUTIES: Key result areas/outputs: Assist with repairs and installation of objects, emergency breakdowns, supervise and in-service training of co-workers. Maintain and repair equipment, repair of plant equipment, furniture, fixtures and fittings mechanical. Assist in preventive maintenance procedures, including autoclave, and water tanks. Basic welding repairs and installations. Obtain quotations, order and control of materials as needed to complete requisitions. Strict adherence to the Occupational Health and Safety Act.

ENQUIRIES: Mr PL van Niekerk, tel. no. (044) 604-6116
APPLICATIONS: The District Manager: 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. A practical test may be conducted during the interview process.
CLOSING DATE: 28 June 2019

POST 20/142: STERILISATION OPERATOR PRODUCTION (CSSD)
Chief Directorate: Metro Health Services

SALARY: R122 595 per annum
CENTRE: Karl Bremer Hospital
REQUIREMENTS: Minimum requirement: General Education and Training Certificate (GETC)/Grade 9 (Std 7). Experience: Appropriate experience in the CSSD environment. Inherent requirement of the job: Willingness to work shifts, weekends, public holidays and night duty and be rotated. Competencies (knowledge/skills): Ability to communicate effectively (verbal and written) in at least two of the three official languages of the Western Cape. Good interpersonal relations skills. Ability to work in a co-operative way within a team context. Basic understanding of disinfection, decontamination and sterilisation.

DUTIES: Collect and deliver soiled and clean linen and packs to and from theatre and wards. Effective application of sterilisation processes and techniques and promote/adhere to infection control as well as health and safety regulations. Decontaminate, pack and sterilise of instruments, linen and supplies. Assist with cleaning and testing of sterilisation equipment, washing machines and autoclaves. Maintain equipment in an optimum working condition. Cost effective utilisation of resources. Monitor, control and maintain adequate stock levels. Report and assist with investigation of lost instruments/equipment. Support to the supervisor and team members.

ENQUIRIES: Ms ET Linden-Mars, tel. no. (021) 918-1386
APPLICATIONS: The Manager Medical Services, Karl Bremer Hospital, Private Bag XX1, Bellville, 7535.
FOR ATTENTION: Ms A Dyers
NOTE: No payment of any kind is required when applying for this post.
CLOSING DATE: 28 June 2019

POST 20/143: DRIVER (LIGHT DUTY VEHICLE)
Overberg District Office
SALARY: R102 534 per annum
CENTRE: Caledon Hospital
REQUIREMENTS: Minimum requirement: Basic literacy and numeracy skills. Experience: Appropriate driving experience. Inherent requirements of the job: Willingness to be on standby and work overtime. Valid (Code B/EB) driver’s licence. Competencies (knowledge/skills): Knowledge of Transport Regulations, routine maintenance and inspections for defects on vehicles and Circular no4 of 2000. Ability to communicate effectively in at least two of the three official languages of the Western Cape. Ability to accept accountability, responsibility, to work independently and unsupervised. Ability to read and understand road directions and traffic signs. Knowledge of routine, maintenance, Inspections for defects on vehicles. Ability to accept minor routine maintenance.

DUTIES: Daily transport collection and delivery of goods, services, clients and personnel, from one point to another. Adhere to departmental codes and procedures by ensuring accurate and detailed completion of logbooks, trip authorities and any other administrative duties associated with driving, deliveries and collections. Conduct routine maintenance, inspection of vehicles and timely reporting of defects. Ensure that all vehicles are kept clean and tidy. Perform minor maintenance duties when required.

ENQUIRIES: Ms N Fudu, tel. no. (028) 212-1070
APPLICATIONS: The District Director: Overberg District Office, Private Bag X07, Caledon Hospital, 7230.
FOR ATTENTION: Ms A Brits
NOTE: No payment of any kind is required when applying for this post.
CLOSING DATE: 28 June 2019

POST 20/144: LAUNDRY AID
West Coast District
SALARY: R102 534 per annum
CENTRE: Clanwilliam Hospital, Cederberg Sub-district
REQUIREMENTS: Minimum requirement: Basic numeracy and literacy. Experience: Appropriate Hospital/Clinic or other Health Facility laundry experience. Competencies (knowledge/skills): Ability to work with heavy duty Laundry/cleaning equipment. Basic knowledge of infection control and safety procedures of a Laundry/Hospital environment. Basic knowledge in the correct methods of handling, sorting and counting of linen. Basic knowledge in washing and
sluicing of linen. Ability to communicate effectively in at least two of the three official languages of the Western Cape. Must be able to count well.

DUTIES: Key result areas/outputs: Accurate recording of all incoming and outgoing linen on a daily basis to hospital, clinics and EMS services. Correct handling, receiving and dispatch of soiled and clean linen to the wards and clinic according to internal protocol and infection control measures. Cleaning of laundry and laundry equipment on a daily basis. Follow and adhere to Health and Safety Regulations. Render a support service to supervisor.

ENQUIRIES: Ms R van den Berg, tel. no. (027) 482-2166

APPLICATIONS: The Manager: Medical Services, Clanwilliam Hospital, PO Box 113, Clanwilliam, 8135.

FOR ATTENTION: Ms TJ Fredericks

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

CLOSING DATE: 28 June 2019