

**PROVINCIAL ADMINISTRATION: FREE STATE
DEPARTMENT OF HEALTH**

- CLOSING DATE** : 25 August 2020
- NOTE** : Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.gov.za/documents. The fully completed and signed form Z83 should be accompanied by a recently updated, comprehensive CV as well as recently certified copies of all qualification(s), academic records including a Senior certificate and ID-document [Driver's license where applicable]. The certification must be within three (3) months as at the advert closing date. Non-RSA Citizens/Permanent Resident Permit Holders must attach a copy of their Permanent Residence Permits to their applications. 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. The Department does not accept applications via fax or email. 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 eight (8) weeks after the closing date of this advertisement, please accept that your application was unsuccessful. Suitable candidates will be subjected to a personnel suitability check (criminal record, qualification verification and employment verification). Where applicable, candidates will be subjected to a skills/knowledge test. Successful candidates will be appointed on a probation period of 12 months. The Department reserves the right not to make any appointment(s) to the above post. The successful candidate will be expected to sign a performance agreement. The Department of Health is an equal opportunity affirmative action employer. The employment decision shall be informed by the Employment Equity Plan of the Department. It is the Department's intention to promote equity (race, gender and disability) through the filling of this post(s) with a candidate whose transfer / promotion / appointment will promote representativity in line with the numerical targets as contained in our Employment Equity Plan.

OTHER POSTS

- POST 19/132** : **CHIEF CLINICAL PSYCHOLOGIST: GRADE 1 REF NO: H/C/15**
- SALARY** : R1 487 664 per annum (OSD)
- CENTRE** : Free State Psychiatric Complex, Bloemfontein
- REQUIREMENTS** : Doctoral Degree (Ph.D.) in Clinical Psychology. Registration with the Health Professional Council of South Africa (HPCSA) as a Clinical Psychologist. Extensive experience in training of undergraduate- and postgraduate-, medical- and clinical psychology students. Extensive experience in the management of Psychological services in a tertiary Psychiatric Hospital. Knowledge and experience in Free State Psychiatric model and Ideal Hospital. Evidence of academic and scientific research publications in local and international journals. Knowledge And Skills At least ten years' experience as a Principal Clinical Psychologist in Public Health Care System. Knowledge of diagnostic and therapeutic procedure and manuals. Knowledge of research methodology. Knowledge of applicable Mental Health Legislation. Management skills. Organizational skills. Financial management. Computer Literacy.
- DUTIES** : Provision of Strategic leadership and creation of social compact for better health outcomes. Strengthen information and knowledge management system to optimise performance and research capacity. Ensure Provision of the effective training and education to the Health Profession Students in order to maintain FSPC as an HPCSA accredited Academic Tertiary Training Facility for Clinical Psychology. Build a strategic and dedicated workforce that is responsive to service demands. Manage the financial affairs for sustainable health service delivery. Re-engineer primary health care to create access to quality services. Ensure provision of compassionate and quality clinical services in the Clinical Psychology Division and the Free State Province.
- ENQUIRIES** : Prof P J Pretorius Tel No: (051) 051 4079 448/9214

APPLICATIONS : To Be Send To: The Chief Executive Officer, FSPC Private Bag X20607, Bloemfontein, 9300.

FOR ATTENTION : Me N V Mokopanele

POST 19/133 : **CLINICAL MANAGER: MEDICAL GRADE 1 REF NO: H/C/21**

SALARY : R1 173 900 per annum (OSD)

CENTRE : Free State Psychiatric Complex, Bloemfontein

REQUIREMENTS : MBCHB Degree post graduate qualification that allows registration with HPCSA as a Medical Practitioner. A minimum of 3 years' appropriate experience as Medical Practitioner after registration with HPCSA Knowledge and Skills: Extensive clinical experience. Extensive knowledge of national, provincial and institutional Health Delivery System Policies. Strong leadership, analytical, motivational, interpersonal skills and computer literacy (MS Word, Excel and PowerPoint.)

DUTIES : Strategic management of the service unit of the hospital and catchment. Head the service unit as manager and accountable officer. Ensure the general human resource management in the service unit including. Leave/ absence control including registers of absence. Appointments and reactivations. Performance monitoring and development, Discipline and staff wellbeing. Ensure adequate communication between professionals and professional groups including problem solving meetings and strategies. Planning of services including business plans in line with institutional strategic goals. Active engage with the district clinical specialist teams in the catchment. Ensure privileging of staff based on competencies. Monitor clinical resource utilization and expenditure in line with allocated funding to. Ensure sound supply chain management in the unit. Ensure stock control in the unit. Ensure expenditure control and accountability in line with auditor prescripts. Provision of quality clinical care with strategies to improvement of quality. Provide optimal clinical service within available resources. Scheduled services with defined timeframes of service delivery. Appropriate inpatient care in line with referral system. Appropriate specialist input and supervision including. Clinical assessments. Operative and non-operative procedures. Standard treatment regimens. Standard investigation and treatment protocols for all major conditions in line with national guidelines. Quality assurance systems to monitor quality in the service unit. Clinical documentation. Diagnostic & investigation procedures. Quality patient care. Outreach support to staff and facilities in the catchment area. Clinical governance in the facility and catchment. Ensure a morbidity and mortality meeting discussing all problem cases with appropriate staff. Execute clinical governance monitoring as per provincial policy. Monitor events affecting patient safety. Mitigate clinical risk. Provide governance report to the hospital board. Manage formal training and research in association with linked training facilities to ensure. Under-Post graduate training including supervision and tutoring. Clinical Research.

ENQUIRIES : Me J M Seboko Tel No: (051) 407 9230/236

APPLICATIONS : To Be Send to: The Chief Executive Officer, FSPC Private Bag X20607, Bloemfontein, 9300.

FOR ATTENTION : Me N V Mokopanele

POST 19/134 : **CLINICAL MANAGER: MEDICAL REF NO: H/C/25**

SALARY : R1 173 900 per annum (OSD)

CENTRE : Bongani Hospital, Welkom

REQUIREMENTS : MBCHB or equivalent Degree (Independent Practice). A minimum of 3 years appropriate experience as Medical Practitioner after registration with HPCSA: roof of Current Registration for 2020/2021. Knowledge and Skills: Ability to work independently in a multi-disciplinary team context. Analytical thinking, independent decision making and problem solving skills. Responsive and proactive with flexible approach. Good co-ordination and planning skills. Experience in root cause analysis process or medical legal processes. Effective to perform C-Section. Experience in implementation, monitoring and evaluation of leadership and clinical governance. Time management. Communication and interpersonal skills. Computer literacy. Creative and innovative. Professionalism. Confidentiality.

DUTIES : To manage the hospital's Clinical Service and clinical support service to ensure its effective and efficient delivery of quality service. Ensure integration of clinical services, clinical support service and nursing service. Develop,

implement, monitor and evaluate operational plans for clinical services and clinical support service. Co-operation, liaison and communication with all stakeholders. Manage outreach programs from level II and III institutions and outreach to primary Health Care Clinics. Responsible for managing medico legal risk and ethical dilemmas. To ensure the implementation of policies and protocols. To carry out tasks as delegated by the CEO. Manage Finance and Human Resources of Clinical services.

ENQUIRIES : Mr M S Ndaba Tel No: (057) 9168000
APPLICATIONS : To Be Send To: The Chief Executive Officer, Bongani Hospital, Private Bag X29, Welkom, 9460.
FOR ATTENTION : Mr M S Ndaba

POST 19/135 : **CLINICAL MANAGER: DENTAL SERVICES: GRADE 1 REF NO: H/C/20**

SALARY : R1 173 900 per annum (OSD)
CENTRE : Mangaung Metro District
REQUIREMENTS : Appropriate qualification that allows registration with the HPCSA as a Dentist. Registration with HPCSA as a Dentist. A minimum of 8 years' appropriate experience as a Dentist in a Public Health setting after registration with HPCSA as a Dentist. Post-Graduate Masters qualification will be added advantage. A pre-entry Certificate as issued by National School of Government is compulsory for appointment to the Senior Management Service (SMS) Knowledge And Skills: Strong management and leadership skills. Good communication and interpersonal skills. Problem solving skills. Knowledge of related policies, regulations, protocols, directives and legislations. Computer literacy and Numeric skills. Presentation Skills

DUTIES : Manage the rendering of clinical dental services at all health facilities in the District, including, CHCs and the community health facilities/clinics. Ensure appropriate management and treatment of dental patients. Ensure quality oral health care to patients (whole spectrum), i.e. extractions under general anesthetic's, infection control, waste management, etc. Ensure appropriate referral of patients. Manage the integration of oral health services with the other health programs in the district. Take responsibility to develop policies and SOPs for the Oral Health services in the district. Perform Oral health work in the district. Conduct oral health education to patients and identified groups (e.g. elderly at old age homes, school children). Participate in oral health month activities (i.e. Screening, Health talks, etc.). Conduct service need index screening at schools (i.e. Cleaning of teeth, Extractions, etc.). Management of resources and effective utilization of human resource. Quality work, training and development, PMDS Ensure alignment of budget to demand and procurement plans. Monitoring and evaluation of Oral health data in line with Operational Performance Plans.

ENQUIRIES : Me N J Ramarou-Makhoali Tel No: (051) 447 2194
APPLICATIONS : To Be Send To: The District Manager, Mangaung Metro, PO Box 441, Bloemfontein, 9300 or hand deliver @ Pink Building, FSPC Complex, No 4 President Brand Street, Bloemfontein.
FOR ATTENTION : Mr T A Mokoqo

POST 19/136 : **MEDICAL SPECIALIST: PSYCHIATRY: GRADE 1-3 REF NO: H/M/6**

SALARY : Grade 1: R1 106 040 per annum (OSD)
 Grade 2: R1 264 623 per annum (OSD)
 Grade 3: R1 467 651per annum (OSD)

CENTRE : Free State Psychiatric Complex, Bloemfontein
REQUIREMENTS : MBCHB Degree post graduate qualification that allows registration with HPCSA as Medical Specialist in Psychiatry: Experience: **Grade 1:** none. **Grade 2:** A minimum of 5 years' appropriate experience as Medical Specialist after registration with HPCSA in a normal specialty. **Grade 3:** A minimum of 10 years' appropriate experience as Medical Specialist after registration with HPCSA in a normal specialty. A valid driver's license. Knowledge And Skills: Evidence of research capability. Experience in lecturing students.

DUTIES : Provision of strategic leadership by participating in the strategic and operational management of Mental Health Clinical Services in the Free State Psychiatric Complex and Free State Province including development and outreach programs. Ensure provision of compassionate and quality clinical services in the Psychology Division to mental health care users. Strengthening information and knowledge management system to optimize performance and

research capacity. Establishing and maintaining of effective Teaching and learning, research supervision, engaged scholarship, leadership, leadership and administration of both undergraduate and post graduate programs in the Department of Psychiatry and Faculty of Health Sciences at the University of the Free State (UFS) in line with the professional bodies. Build a strategic and dedicated workforce that is responsive to service demands.

ENQUIRIES : Prof P J Pretorius Tel No: (051) 051 4079 448/9214
APPLICATIONS : to be send to: The Chief Executive Officer, FSPC Private Bag X20607, bloemfontein, 9300.
FOR ATTENTION : Me N V Mokopanele

POST 19/137 : **ASSISTANT MANAGER: NURSING PNA-7 REF NO: H/A/8**

SALARY : R562 800 per annum (OSD)
CENTRE : Free State Psychiatric Complex, Bloemfontein
REQUIREMENTS : Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council Registration with the SANC as Professional Nurse. A minimum of 8 years appropriate/recognizable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. At least 3 years of the period referred to above must be appropriate/recognizable experience at management level. Knowledge and Skills: Knowledge of the Public Services Act and Regulations, public Finance Management Act (PFMA) and Mental Health Care Act of 2002. 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 nursing team (unit) in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Demonstrate a basic understanding of HR and Financial policies and practices. Knowledge of OSD for nurses. Computer literacy, driver's license. Diploma/Degree in Nursing Administration will be an added advantage.

DUTIES : Delegate, supervise and co-ordinate the provision of effective and efficient patient care through adequate nursing care. Initiate and participate in health promotion to ensure consistent communication of relevant, accurate and comprehensive information on healthcare. Develop/establish and maintain constructive working relationships with Nursing and other stakeholders (i.e. inter professional, inter sectoral and multi – disciplinary teamwork). Participate in the analysis, formulation and implementation of Nursing guidelines, practices, standards and procedures. Manage Human Resources. Monitor and ensure proper utilization of financial and physical resources. Demonstrate an in-depth understanding of nursing legislation and legal and ethical nursing Practices and how this impact on service delivery. Oversight of compliance with patient safety issues, provide assistance and support to Ideal Health Facility Framework. Support the implementation of DHIS system.

ENQUIRIES : Me M J Mafereka Tel No: (051) 407 9207
APPLICATIONS : To Be Send To: The Chief Executive Officer, FSPC Private Bag X20607, Bloemfontein, 9300.
FOR ATTENTION : Me N V Mokopanele

POST 19/138 : **OPERATIONAL MANAGER: PNB-3 REF NO: H/O/11 (X5 POSTS)**

SALARY : R562 800 per annum (OSD)
CENTRE : Free State Psychiatric Complex, Bloemfontein
REQUIREMENTS : Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council. Registration with the SANC as Professional Nurse plus a post-basic nursing qualification with a duration of at least 1-year in Advanced Child/Adult Psychiatry, accredited with SANC. A minimum of 9 years appropriate/recognizable experience in nursing after registration with SANC as a Prof Nurse. At least 5 years of the period referred to above must be appropriate / recognizable experience after obtaining the 1-year post – basic qualification Knowledge and Skills: Knowledge of Public Service Act and Regulations and Public Finance Management Act (PFMA). Knowledge of OSD for Nurses. Driver's license. Nursing Administration will be an added advantage.

DUTIES : Demonstrate an in depth understanding of nursing legislation and related legal and 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.

Ensure that a comprehensive nursing treatment and care service is delivered to patients in a cost effective, efficient and equitable manner by the specialty unit. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility Demonstrate a basic understanding of HR and financial policies and practices.

ENQUIRIES : Me M J Mafereka Tel No: (051) 407 9207
APPLICATIONS : To Be Send To: The Chief Executive Officer, FSPC Private Bag X20607, Bloemfontein, 9300.
FOR ATTENTION : Me N V Mokopanele

POST 19/139 : **OPERATIONAL MANAGER: PNB-3 REF NO: H/O/15 (X3 POSTS)**

SALARY : R562 800 per annum (OSD)
CENTRE : Mangaung Metro District
REQUIREMENTS : Basic i.e. diploma/degree in nursing or equivalent qualification that allows registration with the South African Nursing Council. Registration with the SANC as Professional Nurse plus a post-basic nursing qualification with a duration of at least 1 year, accredited with SANC. A minimum of 9 years appropriate/recognizable experience in nursing after registration with SANC as a Prof Nurse. At least 5 years of the period referred to above must be appropriate / recognizable experience after obtaining the 1 year post – basic qualification. Current registration with the South African Nursing Council (SANC). Knowledge And Skills: Good communication and interpersonal skills. Knowledge of key priority health programs. Knowledge and understanding of the National Core Standards and Ideal clinic realization program Strong management and leadership skills. Computer literacy.

DUTIES : Provide holistic nursing care to patients at a cost effective, efficient and equitable manner. Provide and monitor clinical health science practices and mentoring. Manage and implement quality assurance program and attainment of quality standards of the facility for service delivery. Monitor data and manage information to improve on performance indicators. Apply knowledge of human, finance and information resources and related policies.

ENQUIRIES : Me N J Ramarou-Makhoali Tel No: (051) 447 2194
APPLICATIONS : To Be Send To: The District Manager, Mangaung Metro, PO Box 441, Bloemfontein, 9300 or hand deliver @ Pink Building, FSPC Complex, No 4 President Brand Street, Bloemfontein.
FOR ATTENTION : Mr K P Mafabatho

POST 19/140 : **CLINICAL NURSE PRACTITIONER: PNB-2 REF NO: H/C/22**

SALARY : R471 333 per annum (OSD)
CENTRE : Mangaung Metro District
REQUIREMENTS : Diploma/Degree in nursing or equivalent qualification that allows registration with the SANC as Professional Nurse plus a post-basic nursing qualification with a duration of at least 1 year, accredited with SANC. A minimum of 14 years appropriate/recognizable experience in nursing after registration with SANC as a Prof Nurse. At least 10 years of the period referred to above must be appropriate / recognizable experience after obtaining the 1-year post – basic qualification of the period referred. Current registration with the South African Nursing Council Knowledge and Skills: Good communication and interpersonal skills. Knowledge of key priority health programs. Knowledge and understanding of the National Core Standards and Ideal clinic realization program Strong management and leadership skills. Computer literacy.

DUTIES : Provide holistic nursing care to patients at a cost effective, efficient and equitable manner. Provide and monitor clinical health science practices and mentoring. Manage and implement quality assurance program and attainment of quality standards of the facility for service delivery. Monitor data and manage information to improve on performance indicators. Apply knowledge of human, finance and information resources and related policies.

ENQUIRIES : Me N J Ramarou-Makhoali Tel No: (051) 447 2194
APPLICATIONS : To Be Send To: The District Manager, Mangaung Metro PO Box 441, Bloemfontein, 9300 or hand deliver @ Pink Building, FSPC Complex, No 4 President Brand Street, Bloemfontein
FOR ATTENTION : Mr K P Mafabatho

POST 19/141 : **CHIEF DIETICIAN: GRADE 1 REF NO: H/D/4**

SALARY : R466 119 per annum (OSD)
CENTRE : Free State Psychiatric Complex, Bloemfontein
REQUIREMENTS : 4 Year Degree B.Sc. Dietetics/B. Nutrition or post Graduate Diploma in Dietetics which allows Registration with the Health Professions Council of South Africa (HPCSA) as a Dietician. A minimum of 3 year's appropriate experience in the relevant profession after registration with HPCSA. Knowledge and Skills: Skills required: Communication skills. Analytical. Numerical Financial management). Planning and organization. Problem solving. Team approach. The ability to use essential equipment, Scales, Calipers, Height measuring tools, Computer. The ability to compile complex audit reports on clinical findings as well as management inquiries. Experience in nutrition and food service financial management and budgeting. Ability to work in a multi - disciplinary team. Active participation in planned programs/plans to enhance involvement, capacity building, open communication and participative management in the Allied Health Professional Services Division, Dietetics sub division as well as Food services. Division in the Free State Psychiatric Complex. Good record management skills. Experience in nutrition and food service management and personnel supervision.

DUTIES : Deliver professional dietetic and food service services to ensure optimal nutrition intake by planning, nutritionally analyzing and implementing menus for therapeutic and normal diets for all ages to mental health service users. Recipe development and recipe standardization for therapeutic and normal diets of all ages to mental health service users. Maintain optimal Quality Management through the adherence to quality and hygiene standards according to the relevant legislation as well as measures to maintain client satisfaction. Practice good management principles by providing relevant training and supervision to staff and students. Deliver and supervise clinical dietetics services to in and outpatient of the Free State Psychiatric Complex. Deliver dietetic services in the Employee assistance program. Implementing strict financial control measures. Participate in intra and inter departmental collaboration with relevant stake holders including department of agriculture, ECD centers and old age homes. Liaison with nutrition specialist and suppliers. Information & Risk management and management of resources. Ongoing professional development in fields of dietetics and nutrition. Contribute to policy development. Administrative functions required by the job

ENQUIRIES : Me M Moore Tel No: (051) 407 9482/9319
APPLICATIONS : To Be Send To: The Chief Executive Officer, FSPC Private Bag X20607, Bloemfontein, 9300.
FOR ATTENTION : Me N V Mokopanele

POST 19/142 : **CHIEF OCCUPATIONAL THERAPIST: GARDE 1 REF NO: H/O/12**

SALARY : R466 119 per annum (OSD)
CENTRE : Free State Psychiatric Complex, Bloemfontein
REQUIREMENTS : 4 year Baccalaureus or Baccalaureus Scientiae degree in Occupational Therapy. Current registration with the Health Professional Council of South Africa (HPCSA) in Occupational Therapy, independent practice. Valid driver's license. At least 3 years' experience after registration with the Health Professionals Council of South Africa as Occupational Therapist in independent practice. South African citizen Knowledge and Skills: Computer Literacy. Ability to work in a multi - disciplinary team Active participation in planned programs/plans to enhance involvement, capacity building, open communication and participative management in the Allied Health Professional Services Division. Good record management skills. Experience in occupational therapy program management and personnel supervision.

DUTIES : Development, management and implementation of effective and efficient clinical occupational therapy services to ensure compassionate and quality Occupational Therapy Services rendered according to the OT scope of practice and Mental Health Care Act. Manage quality assurance projects in Occupational Therapy service delivery. Training and supervision to relevant staff and students of different professions. Participate in intra and inter departmental collaboration with relevant stake holders including the University of the Free State, licensed NGO's and Rehabilitation services. Participate in information & risk management in Occupational Therapy. Management of

allocated resources (consumables and equipment). Ongoing professional development in Occupational Therapy. Policy development when required Administrative functions required by the job and the area practice profile.

ENQUIRIES : Me M Moore Tel No: (051) 4079 482/9319
APPLICATIONS : To Be Sent To: The Chief Executive Officer, FSPC Private Bag X20607, Bloemfontein, 9300.
FOR ATTENTION : Me T Mokopanele

POST 19/143 : **CLINICAL PROGRAM COORDINATOR: PNA-5 REFNO: H/C/14**

SALARY : R444 276 per annum (OSD)
CENTRE : Phekolong Hospital, Bethlehem
REQUIREMENTS : Degree/ Diploma in nursing or equivalent qualification that allows registration with SANC as Professional Nurse. Diploma/Certificate in Infection Prevention and Control. A minimum of 7 years' appropriate/ recognizable in nursing experience after registration as Professional Nurse with SANC in General Nursing. Current registration with the South African Nursing Council SANC. Knowledge and Skills. A thorough knowledge of Basic Principles of Infection Prevention and Control. Ability to impart knowledge related to safe practices of infection Prevention Control.

DUTIES : Conduct Infection Prevention and Control training to all categories of personnel, especially with matters that relate to their work environment. Collates data regarding hospital acquired in any given month in order to ensure that it remains below national norm. Develop strategies aimed at preventing and maintaining the rate of hospital acquired infections as informed by identified micro-organisms and their mode of spread e.g. contamination, droplet (air-borne). Monitors environmental hygiene and works (newly CCSD Operator) where applicable in close collaboration with the house-keeping services to ensure adherence to proper cleaning techniques at all times. Monitor frequent changing of air filters by technical services, at least six monthly intervals and keep proper record thereof. Organize campaigns that are aimed at improving the knowledge and skills of personnel with regard to infection prevention and control e.g. hand wash, wound dressing etc. Conduct spot checks/unannounced visits into the departments to ensure that safe infection prevention and control practices are adhered to and upheld at all times during encounters with patients e.g. observing the aseptic technique during performance of invasive procedures. Interacts with stakeholders (external), which are mainly concerned with introduction of the latest equipment, material or methods of infection prevention and control. Development, implementation and reviewing of policies related to infection prevention and control. Orientation and induction on infection prevention and control to all newly appointed personnel so that they are acquainted with the organizational culture of the institution. Develop quality improvement projects as informed by challenges identified that would otherwise pose a threat to the well-being of the beneficiaries of the service. Acts on advisory capacity to hospital management about the latest developments in field of infection prevention and control and improved methods of embarking upon activities with resultant better outcomes.

ENQUIRIES : Me M M E Rakheta Tel No: (058) 303 5123
APPLICATIONS : To The Chief Executive Officer, Phekolong/Nketoana Complex, Private Bag X1, Bethlehem, 9700 or hand delivered @ HR Offices, Phekolong Hospital, Bethlehem.

FOR ATTENTION : Mr P P Radebe

POST 19/144 : **OPERATIONAL MANAGER: PNA-5: PAEDIATRICS REF NO: H/O/8**

SALARY : R444 276 per annum (OSD)
CENTRE : Phekolong Hospital, Bethlehem
REQUIREMENTS : Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council SANC. A minimum of 7 years appropriate/recognizable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. Knowledge and Skills: Be able to work under pressure. Have good communication skills and valid driver's license. Computer literacy.

DUTIES : Demonstrate an in depth understanding of nursing legislation and related legal and 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. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Demonstrate basic understanding of HR and financial policies and practices. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Work as part of multi-disciplinary team to ensure good nursing care by the nursing team. Work effectively and amicably, at a supervisory level, with persons of diverse intellectual, cultural, racial or religious differences. Able to manage own work, time and that of junior colleagues to ensure proper nursing service. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the principles of Batho Pele are adhered to. Able to develop contracts, build and maintain a network or professional relations in order to enhance service delivery. Demonstrate basic computer literacy as a support tool to enhance service delivery.

ENQUIRIES : Me M M E Rakhethla Tel No: (058) 303 5123
APPLICATIONS : To The Chief Executive Officer, Phekolong/Nketoana Complex, Private Bag X1, Bethlehem, 9700 or hand delivered @ HR Offices, Phekolong Hospital, Bethlehem.
FOR ATTENTION : Mr P P Radebe

POST 19/145 : **OPERATIONAL MANAGER: PNA-5: PATIENT CARE REF NO: H/O/7**

SALARY : R444 276 per annum (OSD)
CENTRE : Phekolong Hospital, Bethlehem
REQUIREMENTS : Diploma/Degree in nursing) or equivalent qualification that allows registration with SANC as Professional Nurse. Current registration with the South African Nursing Council SANC. A minimum of 7 years' appropriate/ recognizable in nursing experience after registration as Professional Nurse with SANC in General Nursing. Knowledge and Skills be able to work under pressure. Have good communication skills and valid driver's license. Computer literacy.

DUTIES : Demonstrate an in depth understanding of nursing legislation and related legal and 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. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Demonstrate basic understanding of HR and financial policies and practices. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Work as part of multi-disciplinary team to ensure good nursing care by the nursing team. Work effectively and amicably, at a supervisory level, with persons of diverse intellectual, cultural, racial or religious differences. Able to manage own work, time and that of junior colleagues to ensure proper nursing service. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the principles of Batho Pele are adhered to. Able to develop contracts, build and maintain a network or professional relations in order to enhance service delivery. Demonstrate basic computer literacy as a support tool to enhance service delivery.

ENQUIRIES : Me M M E Rakhethla Tel No: (058) 303 5123
APPLICATIONS : To The Chief Executive Officer, Phekolong/Nketoana Complex, Private Bag X1, Bethlehem, 9700 or hand delivered @ HR Offices, Phekolong Hospital, Bethlehem.

FOR ATTENTION : Mr P P Radebe

POST 19/146 : **CLINICAL PROGRAM COORDINATOR: PNA-5: QUALITY ASSURANCE REF NO: H/C/17**

SALARY : R444 276 per annum (OSD)
CENTRE : Free State Psychiatric Complex, Bloemfontein
REQUIREMENTS : Diploma/Degree in Nursing or equivalent qualification that allows registration with SANC as Professional Nurse. A minimum of 7 years appropriate/ recognizable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. Current registration with the South African Nursing Council (SANC). Knowledge And Skills: Ability to work independently under pressure. Knowledge of Information Management

systems. Knowledge of legislation pertaining to Skills Development and training procedures. Knowledge of Infection Control procedures.

DUTIES : Provide Strategic Support and Operational Coordination for Quality Assurance at FSPC. Ensure the monitoring and evaluation for the implementation of the Regulated Norms and Standards for Health Establishments and co-ordination- and implementation of the Quality improvement plans (QIP). Facilitate the conducting of the Patient Experience of Care Survey and analysis of data. Co-ordination of the clinical audit system which include clinical audits. Ensure the implementation and monitoring of the Patient Safety Incidents- and Complaints Management programs. Facilitate the conducting of Annual Self Assessments, development and monitoring of Quality Assurance. Improvement plans. Maintain standards and norms of nursing practices to promote the healthcare status of healthcare users. Reengineer mental health services to create access to quality health services relating to monitoring of Batho Pele Principles, Patient Rights and Waiting time. Coordination of Risk management, Health and safety and other compliance standards at FSPC. Manage and utilize resources in accordance with relevant directives and legislations. Utilize information technology (IT) and other management information systems to manage information for the enhancement of service delivery.

ENQUIRIES APPLICATIONS : Me JM Seboko Tel No: (051) 051 409230 /236

FOR ATTENTION : To Be Send To: The Chief Executive Officer, FSPC, Private Bag X20607, Bloemfontein, 9300.

POST 19/147 : **CLINICAL PROGRAM COORDINATOR: PNA-5: NURSING TRAINING REF NO: H/C/18**

SALARY CENTRE REQUIREMENTS : R444 276 per annum (OSD)
: Free State Psychiatric Complex, Bloemfontein
: Diploma/Degree in Nursing or equivalent qualification that allows registration with SANC as Professional Nurse. Qualification in Nursing Education and Psychiatry Nursing Science. A minimum of 7 years appropriate/ recognizable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. Current registration with the South African Nursing Council (SANC). Knowledge And Skills: Ability to work independently under pressure. Knowledge of Information Management systems. Knowledge of legislation pertaining to Skills Development and training procedures. Knowledge of Infection Control procedures.

DUTIES : Coordinate and promote implementation of Training and Development. Facilitate and oversee the development of operational or business plans to give strategic guidelines. Provide professional and technical support for the provision of quality patient care through proper management of relevant programs. Maintain standards and norms of nursing practices to promote the healthcare status of healthcare use. Develop and implement quality assurance programs, guidelines, protocols, norms and standards. Utilize Information Technology (IT) and other management information systems to manage information for the enhancement of service delivery Establish, maintain and participate in inter professional and multi – disciplinary teamwork that promotes effective and efficient healthcare. Manage and utilize resources in accordance with relevant directives and legislations.

ENQUIRIES APPLICATIONS : Me JM Seboko Tel No: (051) 051 409230 /236

FOR ATTENTION : To Be Send To: The Chief Executive Officer, FSPC Private Bag X20607, Bloemfontein, 9300.

POST 19/148 : **CLINICAL PROGRAM COORDINATOR: PNA-5 REF NO: H/C/24**

SALARY CENTRE REQUIREMENTS : R444 276 per annum. (OSD)
: Mangaung Metro District
: Diploma/Degree in Nursing or equivalent qualification that allows registration with SANC as Professional Nurse. A minimum of 7 years appropriate/ recognizable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. Current registration with the South African Nursing Council (SANC). Knowledge And Skills: Good communication and interpersonal skills. Knowledge of key priority health programs. Knowledge and understanding of the National Core Standards and Ideal clinic realization program. Strong management and leadership skills. Computer literacy.

DUTIES : Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices and how this impacts on service delivery. Ensure clinical nursing practices by the nursing team (unit) in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Demonstrate a basic understanding of HR and Financial policies and practices.

ENQUIRIES APPLICATIONS : Me N J Ramarou-Makhoali Tel No: (051) 447 2194
: To Be Send To: The District Manager, Mangaung Metro, PO Box 441, Bloemfontein, 9300 or hand deliver @ Pink Building, FSPC Complex, No 4 President Brand Street, Bloemfontein.

FOR ATTENTION : Mr K P Mafabatho

POST 19/149 : **CLINICAL PROGRAM COORDINATOR PNA-5: H/C/19**

SALARY CENTRE REQUIREMENTS : R444 276 per annum (OSD)
: MNCWH & Youth Health; Corporate Office
: Diploma/degree in nursing. Diploma in PHC/Community Health Nursing Science. A minimum of 7 years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Proof of current registration with the South African Nursing Council. A valid driver's license Knowledge and Skills: Experience in Youth Health Service/School Health Services.

DUTIES : Manage and coordinate the activities of Adolescent Youth Friendly Services (AYFS). Develop policies and guidelines on AYFS. Support the implementation of Integrated School Health Programme (ISHP). Lead relevant campaigns on ISHP and AYFS. Conduct training on ISHP and AYFS. Support other programmes on initiatives related to School and Youth Health. Compile relevant reports. Collaborate with the relevant strategic partners and government departments to strengthen ISHP & AYFS. Monitor & evaluate Youth School Health programmes.

ENQUIRIES APPLICATIONS : Mr F D Bohlale Tel No: (051) 408 1281
: Must Be Send To: The Director, HRM and Planning, PO Box 227, Bloemfontein, 9300 or hand delivered @ Entrance, Bophelo House, Cnr Charlotte Maxeke and Harvey Roads, Bloemfontein.

FOR ATTENTION : Me P Mpu

POST 19/150 : **PROFESSIONAL NURSE: PNB-1: OCCUPATIONAL HEALTH REF NO: H/P/7**

SALARY CENTRE REQUIREMENTS : R383 226 per annum (OSD)
: Free State Psychiatric Complex, Bloemfontein
: Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council. A minimum of 4 years appropriate/recognizable experience in nursing after registration with the SANC as Professional Nurse in General Nursing and Midwifery. Registration with the South African Nursing Council (SANC) as Professional Nurse. 1 Year post basic qualification in Occupational Health Nursing Science. Knowledge And Skills Ability to work independently under pressure. Knowledge of Occupational health nursing science. Knowledge of legislation pertaining to Occupational Health & Safety Act and COIDA. Dispensing certificate.

DUTIES : Conducts physical assessments to diagnose common medical conditions and chronic ill health presented at the occupational health facility. Conducts a health surveillance to identify and evaluate health needs of workers in the workplace. Identifies and analyses hazards and evaluates their effects on workers and the workplace. Facilitate and oversee the development of occupational health programs. Provide professional and technical support for the provision of quality client care through proper management of relevant programmes. Maintain standards and norms of Nursing practices to promote the healthcare status of healthcare workers. Plans and manages healthcare within the occupational health environment to provide care within ethical norms. Promotes health communication and health literacy for behaviour change. Designs programmes that support a positive lifestyle and individual efforts to lower the risk of disease and injury. Plans, implements and evaluates health promotion campaigns within a team approach. Compiles/Conducts Occupational Risk Exposure Profiles (OREP) at pre-employment, periodic and exit levels of interventions. Manages occupational injuries and diseases in order to minimise residual deficit. Utilise Information Technology (IT) and other

management information systems to manage information for the enhancement of service delivery. Identifies the need for EAP for the following health related issues: HIV, STI, alcoholism, substance abuse, chronic diseases, psychosocial conditions, shift work, vulnerable groups such as healthcare workers, violence and executive health management and advises on or refers employees to EAP. Manage and utilize resources in accordance with relevant directives and legislations.

ENQUIRIES : Me M J Mafereka Tel No: (051) 407 9207
APPLICATIONS : To Be Send To: The Chief Executive Officer, FSPC Private Bag X20607, Bloemfontein, 9300.
FOR ATTENTION : Me N V Mokopanele

POST 19/151 : **PROFESSIONAL NURSE: PNB-1 REF NO: H/P/8 (X5 POSTS)**

SALARY : R383 226 per annum (OSD)
CENTRE : Free State Psychiatric Complex, Bloemfontein
REQUIREMENTS : Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council. A minimum of 4 years appropriate/recognizable experience in nursing after registration with the SANC as Professional Nurse in General Nursing and Midwifery. Proof of Registration with the South African Nursing Council (SANC) as Professional Nurse. 1 Year post basic qualification in Advanced Adult/Child Psychiatry. Knowledge And Skills: Knowledge of the legal framework appropriate for nursing practice. Good communication skills and interpersonal relations. Knowledge of Mental Health Act, procedures and legislation.

DUTIES : Provide more complex and advanced comprehensive nursing treatment and care to patients in specialty unit in a cost effective, efficient and equitable manner. Give direction and supervision for the implementation of the Nursing plan (clinical practice /quality patient care) as a shift leader. Implement standards, practices, criteria and indicators for quality Nursing (quality of practice). Practice nursing and health care in accordance with the laws and regulations relevant to Nursing and Health Care. Maintain a constructive working relationship with nursing and other stakeholders. Utilize human, material and physical resources efficiently and effectively. Ensure that a holistic nursing care service is delivered to all patients in a cost effective, efficient and equitable manner by the unit. Ensure compliance to professional and ethical practice. Demonstrate an understanding of nursing legislation a related legal and ethical nursing practices.

ENQUIRIES : Me M J Mafereka Tel No: (051) 407 9207
APPLICATIONS : To Be Send To: The Chief Executive Officer, FSPC Private Bag X20607, Bloemfontein.

FOR ATTENTION : Me N V Mokopanele

POST 19/152 : **CLINICAL NURSE PRACTITIONER: PNB-I: GRADE I REF NO: H/C/23**

SALARY : R383 226 per annum (OSD)
CENTRE : Mangaung Metro District
REQUIREMENTS : Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council. A minimum of 4 years appropriate/recognizable experience in nursing after registration with SANC as a Prof Nurse plus a post-basic nursing qualification with a duration of at least 1 year, accredited with SANC. Current registration with the South African Nursing Council (SANC) as Professional Nurse Knowledge and Skills: Good communication and interpersonal skills. Knowledge of key priority health programs. Knowledge and understanding of the National Core Standards and Ideal clinic realization program. Strong management and leadership skills. Computer literacy.

DUTIES : Provide holistic nursing care to patients at a cost effective, efficient and equitable manner. Provide and monitor clinical health science practices and mentoring. Manage and implement quality assurance program and attainment of quality standards of the facility for service delivery. Monitor data and manage information to improve on performance indicators. Apply Knowledge of human, finance and information resource and related policies.

ENQUIRIES : Me N J Ramarou-Makhoali Tel No: (051) 447 2194
APPLICATIONS : To Be Send To: The District Manager, Mangaung MetroPO Box 441, Bloemfontein, 9300 or hand deliver @ Pink Building, FSPC Complex, No 4 President Brand Street, Bloemfontein.

FOR ATTENTION : Mr K P Mafabatho

POST 19/153 : **CLINICAL NURSE PRACTITIONER: PNB1: THEATRE REF NO: H/P/9**

SALARY : R383 226 per annum (OSD)

CENTRE : Albert Nzula Hospital, Trompsburg

REQUIREMENTS : Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council as a Professional Nurse. Proof of current registration with the South African Nursing Council (SANC) as Professional Nurse theatre specialty qualification with an experience more than a year post registration with the SANC. A minimum of 4 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with the SANC in General nursing. Current registration with the South African Nursing Council (SANC). Knowledge And Skills: An additional post basic qualification of one-year duration. Knowledge of the management of people, financial and conflict management. Computer literacy. Must be willing to work shifts. Ability to provide holistic care.

DUTIES : Provision of optimal, holistic specialized nursing care with set standards and within a professional/legal framework. Effective utilization of resources (human and material). Participation with training and research. Provision of support to nursing services. Maintain professional growth/ethical standards and self-development.

ENQUIRIES : Me M E Motloheloa Tel No: (051) 492 2151

APPLICATIONS : To Be Send to: The Chief Executive Officer, Albert Nzula Hospital Private Bag 2, Trompsburg, 9913 or hand delivered @ 22 Louw Street, Trompsburg.

FOR ATTENTION : Me D K Lekwala

POST 19/154 : **OCCUPATIONAL THERAPIST: GRADE 1-3 REF NO: H/O/13**

SALARY : Grade 1: R317 976 per annum (OSD)
Grade 2: R372 810 per annum (OSD)
Grade 3: R439 164 per annum (OSD)

CENTRE : Free State Psychiatric Complex, Bloemfontein

REQUIREMENTS : 4 year Baccalaureus or Baccalaureus Scientiae degree in Occupational Therapy. **Grade 1:** Experience: None after registration with the HPCSA in the relevant profession (where applicable) in respect of South African qualified employees who performed Community Service, as required in South Africa. One-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. **Grade 2:** Experience: Minimum of 10 years' relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of South African qualified employees who performed Community Service, as required in South Africa. 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:** Experience: Minimum of 20 years' relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of South African qualified employees who performed Community Service, as required in South Africa. 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. Registration with the Health Professions Council of South Africa (HPCSA) as an Occupational Therapist. Valid driver's license Knowledge And Skills: Computer Literacy, Ability to work in a multi - disciplinary team Active participation in planned programs/plans to enhance involvement, capacity building, open communication and participative management in the Allied Health Professional Services Division. Good record management skills.

DUTIES : Effective and efficient implementation of clinical occupational therapy services to ensure compassionate and quality Occupational Therapy Services rendered according to the OT scope of practice and Mental Health Care Act. Participate in quality assurance projects in Occupational Therapy service delivery. Training and supervision to relevant staff and students Participate in intra and inter departmental collaboration with relevant stake holders including the University of the Free State, licensed NGO's and Rehabilitation services. Participate in information & risk management in Occupational Therapy.

Management of allocated resources (consumables and equipment). Ongoing professional development in Occupational Therapy. Contribute to policy development when required. Administrative functions required by the job and the area practice profile.

ENQUIRIES : Me M Moore Tel No: (051) 4079 482/9319
APPLICATIONS : To Be Send To: The Chief Executive Officer, FSPC, Private Bag X20607, Bloemfontein, 9300.
FOR ATTENTION : Me T Mokopanele

POST 19/155 : **OCCUPATIONAL THERAPIST REF NO: H/O/14**

SALARY : R317 976 per annum (OSD)
CENTRE : Albert Nzula Hospital, Trompsburg
REQUIREMENTS : Baccalaureus Degree *in* Occupational Therapy. Registration with the Health Professions Council of South Africa (HPCSA) in Occupational Therapy. Experience: none after registration with the HPCSA in the relevant profession (where applicable) in respect of South African qualified employees who performed Community Service, as required in South Africa. One-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. Knowledge And Skills: Sound knowledge and skill in OT diagnostic and therapeutic procedures. Skill and knowledge in the use of OT equipment and assistive devices. Knowledge of departmental administrative tasks. Knowledge of ethical code and scope of practice. Ability to problem- solve, and apply analytical processes to patient care. Supervisory skills for junior staff and students. Knowledge of patients' rights and Batho Pele Principles. Soft skills.

DUTIES : Provision of effective and comprehensive assessment and treatment for all patients. Assessment, manufacture, and issue of assistive devices including supportive seating and wheelchairs/buggies. Comprehensive care giver training, patient education and related concerns. Perform outreach services when required. Conduct group work/therapy and/ or block therapy as identified. Confidential and ethical multidisciplinary approach and treatment of patients. Provide expert advice for environmental redesign, conduct home & school visits and other community visits when required. Administrative work related to patient care: report writing, statistics, meetings, case conferences, legal reports as needed e.g. Disability grants, medico-legal, work, insurance. Quality assurance: clinical guidelines, teaching and training, audits (core standards, infection control and prevention, ideal hospital etc.) Effective communication with all stakeholders (patients, NGOs, caregivers, etc.). Ensure professional development in line with patient care profile. Perform all delegated clinical and management responsibilities within applicable legislation. Support the manager in all transformative changes and additional management tasks as needed.

ENQUIRIES : Dr T S Mkanete Tel No: (051) 4922321
APPLICATIONS : To Be Send to: The Chief Executive Officer, Albert Nzula Hospital, Private Bag 2, Trompsburg, 9913 or hand delivered @ 22 Louw Street, Trompsburg.
FOR ATTENTION : Mr T G E Finger

POST 19/156 : **SPEECH THERAPIST AND AUDIOLOGIST REF NO: H/S/13**

SALARY : R317 976 per annum (OSD)
CENTRE : Albert Nzula Hospital, Trompsburg
REQUIREMENTS : Baccalaureus Degree in Speech Therapy and Audiology. Registration with the Health Professions Council of South Africa (HPCSA) in Speech Therapy and Audiology. Experience: none after registration with the HPCSA in the relevant profession (where applicable) in respect of South African qualified employees who performed Community Service, as required in South Africa. One-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. Knowledge and Skills: Sound knowledge and skill in speech therapy and audiology diagnosis and treatment. Knowledge of departmental administrative tasks. Knowledge of ethical code and scope of practice. Ability to problem-solve, and apply analytical processes to patient care. Supervisory skill for junior staff and students. Soft skills.

- DUTIES** : Provide effective speech therapy and audiology services for inpatients and external stakeholders (e.g. outpatients, non-governmental organizations, home-based projects). Provision of comprehensive speech and audiology screening, diagnostic assessment and therapeutic management to all patients. Develop, monitor & evaluate intervention programs. Host health education and training workshops, facilitate support services (e.g. caregiver support groups) and perform outreach when required. Provide training, support and monitoring to develop, monitor and evaluate screening programs (e.g. ototoxicity, Early Hearing Detection & Intervention (EDHI), ear & hearing care). Assume effective administrative responsibilities: report writing, statistics, audits, performance appraisals, meetings, legal report writing, labour relations, leave, policy development, etc. Perform outreach services when required. Conduct group work/ therapy and/ or block therapy as identified. Confidential and ethical multidisciplinary approach and treatment of patients. Provide expert advice for environmental redesign, conduct home & school visits and other community visits when required. Quality assurance: clinical guidelines, teaching and training, audits (core standards, infection control and prevention, ideal hospital etc.). Effective communication with all stakeholders (patients, NGOs, caregivers, etc.). Ensure professional development in line with patient care profile. Perform all delegated clinical and management responsibilities within applicable legislation. Support the manager in all transformative changes and additional management tasks as needed.
- ENQUIRIES** : Dr T S Mkanete Tel No: (051) 4922321
- APPLICATIONS** : To Be Sent To: The Chief Executive Officer, Albert Nzula Hospital, , Private Bag 2, Trompsburg, 9913 or hand delivered @ 22 Louw Street, Trompsburg.
- FOR ATTENTION** : Mr T G E Finger
- POST 19/157** : **MEDICAL ORTHOTIST PROSTHETIST GRADE 1 (X2 POSTS)**
- SALARY** : R317 976 per annum (OSD)
- CENTRE** : Orthotic and Prosthetic Services
Bethlehem Ref No: H/O/9
Welkom Ref No: H/O/10
- REQUIREMENTS** : A National Diploma in Medical Orthotics and Prosthetics or higher qualification. Valid registration with Health Professions Council of South Africa. Knowledge and Skills Good communication, interpersonal, planning and organizing skills. The candidate has to possess basic computer Literacy skills in Ms-Word, MS-Excel, database system, etc. Driver's license code (8) EB.
- DUTIES** : Clinical evaluation and measuring of patients for Orthotic and prosthetic Devices. Designing of orthotic and prosthetic devices. Fitting of Orthotics and Prosthetics assistive devices. Provide in service training to students for experiential learners in manufacturing of Orthotic and Prosthetic devices. 5. Participate in continuous professional development programmes.
- ENQUIRIES** : Mr J Stallenberg Tel No: (058) 3035123
- APPLICATIONS** : TO: The Director, HRM and Planning, PO Box 227, Bloemfontein, 9300 or hand delivered @ Entrance, Bophelo House, Cnr Charlotte Maxeke and Harvey Roads, Bloemfontein.
- FOR ATTENTION** : Me L Adolph
- POST 19/158** : **DENTAL ASSISTANT REF NO: H/D/5**
- SALARY** : R168 429 per annum (OSD)
- CENTRE** : Albert Nzula Hospital, Trompsburg
- REQUIREMENTS** : Appropriate qualification or prescribed in-service training (with a duration of less than 2 years) that allows for the required registration with HPCSA as a Dental Assistant. Grade 1: Experience; None after obtaining an appropriate qualification or prescribed in-service training that allows for the required registration with HPCSA where applicable in the relevant profession. Knowledge and Skills Good communication skills. Ability to work under pressure. Good interpersonal relationships.
- DUTIES** : To assist the Dentist/ Oral Hygienist/ Dental Therapist in the treatment of patients. Thorough preparing and cleaning of the surgery theatre and rural clinics before and after patients were treated to ensure optimal service delivery. Identification of instruments and preparation of instrument trays for specific procedures. Restocking surgical equipment as well as the handling of administration tasks, updating of statistics and the planning of daily

appointments. Complete patient record cards including charting during examination.

ENQUIRIES
APPLICATIONS

- : Dr T M Katametsi Tel No: (051) 4922321
- : To Be Send To: The Chief Executive Officer, Albert Nzula Hospital, Private Bag 2, Trompsburg, 9913 or hand delivered @ 22 Louw Street, Trompsburg.
- : Mr T G E Finger

FOR ATTENTION