ANNEXURE J

PROVINCIAL ADMINISTRATION: WESTERN CAPE
DEPARTMENT OF HEALTH

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

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

OTHER POSTS

POST 03/90: MANAGER: MEDICAL SERVICES GRADE 1
West Coast District

SALARY: R1 173 900 per annum (A portion of the package can be structured according to the individual’s personal needs). It will be expected of a successful candidate to participate in a system of remunerated commuted overtime. (Plus, a non-pensionable rural allowance of 18% of the basic salary).

CENTRE: Vredendal Hospital

REQUIREMENTS:
Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner. Registration with professional council: Registration with the HPCSA as Medical Practitioner. Experience: A minimum of 3- years appropriate experience as a Medical Officer after registration with the HPCSA as Medical Practitioner. Inherent requirements of the job: Willingness and essential skills to do after hours work. Valid (Code B/EB) driver’s license. Competencies (knowledge/skills): Ability to communicate in at least two of the three official languages of the Western Cape. Strong business orientation with proven skills and abilities in the clinical management of a health service. Proven management competencies specific to a health-care environment. Computer literacy (MS Word, Excel, PowerPoint, Outlook and Internet). Appropriate knowledge of managing clinical services.

DUTIES:
Strategic and operational management of all health services in the Matzikama Sub-district, including PHC and district hospital services. Ensure safe clinical services and acceptable practices that comply with professional laws of the country. Establish systems to manage risks and quality in the Matzikama Sub-district in order to ensure support of the patient centered experience, compliance to national core standards and ideal clinics as well as improved information management. Ensure effective and efficient utilization of allocated human, financial, infrastructure and health technology resources and support service delivery of all the health service platforms in the Matzikama Sub-district. Promote community involvement in the management of the Hospital and Clinic Services and ensure the active functioning of the Hospital Board.

ENQUIRIES: Ms C Bester Tel No: (022) 487-9211
APPLICATIONS: The Director: West Coast District, Private Bag X15, Malmesbury, 7299.
NOTE: No payment of any kind is required when applying for this post. Short-listed candidates will be subjected to competency testing.

POST 03/91: MEDICAL SPECIALIST GRADE 1 TO 3 (RADIOLOGY)
Groote Schuur Hospital

SALARY:
Grade 1: R1 1060 40 per annum
Grade 2: R1 264 623 per annum
Grade 3: R1 467 651 per annum (A portion of the package can be structured according to the individual’s personal needs)

CENTRE: Groote Schuur Hospital

REQUIREMENTS:
Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Specialist in Radiology. Registration with a professional council: Registration with the HPCSA as a Medical Specialist in Radiology. Experience: Grade 1: None after registration with HPCSA as a Medical Specialist in Radiology. Grade 2: A minimum of 5 years’ appropriate experience after registration with the HPCSA (or recognised foreign Health Professional Council
in respect of a foreign qualified employee) as a Medical Specialist in Radiology.

**Grade 3:** A minimum of 10 years appropriate experience after registration with the HPCSA (Or as recognised foreign Health Professional council in respect of a foreign qualified employee) as a Medical Specialist in Radiology.

**Competencies (knowledge/skills):** Ability to communicate effectively in at least one of the three official languages of the Western Cape. Knowledge and experience in Diagnostic Radiology. Leadership, interpersonal, organisational, relevant clinical and counselling skills. Ability to initiate own research projects and supervise research projects.

**DUTIES:**
- Provide in- and after-hours diagnostic and/or interventive radiology service.
- Conduct teaching and training in diagnostic and/or interventive radiology.
- Administer and manage diagnostic and/or interventive radiology service.
- Conduct research in diagnostic and/or interventive radiology with publications and presentations. Provide innovation and outreach in diagnostic and/or interventive radiology.

**ENQUIRIES:**
Prof S Moosa Tel No: (021) 404-4184

**APPLICATIONS:**
Applicants apply online: www.westerncape.gov.za/health-jobs (click “online applications”)

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

**CLOSING DATE:**
12 February 2021

**POST 03/92:**
CHIEF ENGINEER: GRADE A (MECHANICAL)
Directorate: Infrastructure Planning

**SALARY:**
R1 042 827 per annum (A portion of the package can be structured according to the individual’s personal needs)

**CENTRE:**
Head Office, Cape Town

**REQUIREMENTS:**
Minimum educational qualification: Engineering degree (B Eng/BSC (Eng). Registration with a professional council; Registration with the Engineering Council of South Africa (ECSA) as a Professional Engineer. Experience: Six years post qualification experience required after registration as a Professional Engineer. Inherent requirements of the job: Valid (Code B/EB) driver’s license. Willingness to travel within the Western Cape, and occasionally, nationally. Competencies (knowledge/skills): Computer literacy (MS Office). A health science related post-graduate qualification will be beneficial. Experience in and understanding of the design and construction of complex buildings. Proven experience with feasibility studies in terms of life cycle costing of mechanical elements, green building technologies, technical specifications and commissioning principles for both Capital and Maintenance projects. Understand how to interpret existing and develop new Functional and Technical Norms and Standards. Knowledge of risk analysis and risk mitigation strategies. Experience in the preparation of reports, submissions and presentations in English. Sound interpersonal and good verbal and written communication skills in at least two of the three official languages of the Western Cape.

**DUTIES:**
- Development, interpretation and customisation of functional and technical norms and standards. Investigate proposals for innovative service delivery mechanisms and undertake feasibility studies. Compile briefing documentation and specifications. Investigate mechanical engineering installations and equipment, undertake design work and implement corrective measures, where necessary. Oversee implementation (construction) and commissioning of mechanical engineering installations. Research/literature studies to keep up with new technologies and procedures including interaction with professional Councils/Boards.

**ENQUIRIES:**
Ms M van Leeuwen Tel No: (021) 483-5084

**APPLICATIONS:**
Applicants apply online: www.westerncape.gov.za/health-jobs (click “online applications”)

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

**CLOSING DATE:**
12 February 2021

**POST 03/93:**
ASSISTANT MANAGER NURSING: SURGERY (SPECIALTY: OPHTHALMOLOGY OR ORTHOPAEDICS)
Groote Schuur Hospital

**SALARY:**
R614 991 per annum

**CENTRE:**
Groote Schuur Hospital
REQUIREMENTS

Minimum educational qualification: Basic R425 qualification (diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as Professional Nurse. Post-basic nursing qualification with a duration of at least 1 year accredited with the SANC in either Medical and Surgical Nursing Science: Ophthalmology or Medical and Surgical Nursing Science: Orthopaedics. (R212). Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: Minimum of 10 years appropriate/recognizable experience after registration as a Professional Nurse with the SANC in General Nursing. At least 6 years of the period must be appropriate recognizable experience in the specific specialty 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/recognizable experience at management level. Competencies (knowledge/skills): Excellent verbal and written communication skills in at least two of the three official languages of the Western Cape. Computer literacy (MS Word, Excel, PowerPoint). In-depth knowledge and understanding of nursing legislation, related legal and ethical practices and guidelines, relevant public sector legislation, People Management and Finance policies and procedures. Excellent problem solving, conflict resolution, leadership skills and ability to work independently and under pressure.

DUTIES

Provide innovative leadership in the allocated area to realize the strategic goals and objectives of the Nursing Division. Co-ordination of the provision of person-centered care by setting standards as well as involvement in policy and guideline development. Monitoring the standard of nursing care as well as guidance and participation in improvement projects with regard to quality of care. Effective management of human and financial resources. Coordinate the provision of effective training and research to ensure professional growth and adherence to ethical standards. On call duties and after hour duties for the Nursing Division.

ENQUIRIES

Mr A Mohamed Tel No: (021) 404-2071

APPLICATIONS

Applicants apply online: www.westerncape.gov.za/health-jobs (click “online applications”)

NOTE

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

CLOSING DATE

12 February 2021

POST 03/94

QUALITY ASSURANCE MANAGER

Rural Health Services

SALARY

R470 040 per annum

CENTRE

George Hospital

REQUIREMENTS

Minimum educational qualification: Appropriate 3-year Health related National Diploma/Degree registrable with a South African Statutory Health Professions Council or South African Nursing Council or equivalent. Experience: Appropriate work experience in a Hospital environment. Appropriate experience in quality improvement projects. Inherent requirements of the job: Willingness to work flexibly and provide cover for colleagues. Competencies (knowledge/skills): Knowledge of Clinical Governance and Quality Assurance frameworks and project management. Understanding of Healthcare legislation and related legal and ethical healthcare practices. Sound interpersonal, leadership, managerial and communication skills. Excellent computer literacy (Excel, Word and PowerPoint), data analysis, interpretation, report writing skills.

DUTIES

Provide leadership in all aspects of quality assurance and risk management. Manage, evaluate and report on all aspects of the quality assurance program. Lead and support quality improvement / health system strengthening initiatives in the hospital. Facilitate the development, implementation and monitoring of guidelines and standard operating procedures to improve quality of care. Coordinate the implementation of the Ideal Hospital Realisation and Monitoring Framework in preparation for the Office of Health Standards Compliance (OHSC). Ensure the maintenance of Infection Prevention and Control (IPC) and Occupational Health and Safety (OHS) standards within the hospital.

ENQUIRIES

Mr M Vonk Tel No: (044) 802-4534

APPLICATIONS

Applicants apply online: www.westerncape.gov.za/health-jobs (click “online applications”)

NOTE

No payment of any kind is required when applying for this post. Short-listed candidates will be subjected to a competency test.

CLOSING DATE

12 February 2021
POST 03/95 : OPERATIONAL MANAGER NURSING: GRADE 1 (GENERAL)
Chief Directorate: Rural Health Services

SALARY : Grade 1: R444 276 per annum (PN-A3)
CENTRE : Worcester Regional 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 Professional Nurse. Registration with a professional council: Registration with the SANC as a Professional Nurse. Experience: A minimum of 7 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with the SANC in General Nursing. Inherent requirements of the job: Perform official after-hour and weekend standby duties for the hospital. Willingness to work night shift and in Covid19 areas. Competencies (knowledge/skills): Leadership, supervisory, problem solving, conflict resolution, interpersonal and communication skills Clinical Governance, Human Resource and Financial Management – including computer literacy (MS Word, Excel, PowerPoint and Outlook). Extensive knowledge in general nursing and quality assurance. Knowledge of relevant legislation pertaining to: labour relationships, nursing legislation, related legal and ethical nursing practices, relevant public sector policies and protocols.

DUTIES : Responsible for the coordination and delivery of quality nursing care within the functional business unit (FBU). Participate in formulating, monitoring and implementation of policies, guidelines, standards, procedures and regulations within the relevant FBU. Management of human resources – including staff performance, people development and disciplinary processes. Management of material and financial resources – including bed management. Provide effective support and management of functional business unit management principles and effective management of information to enhance service delivery.

ENQUIRIES : Ms RM du Plessis Tel No. (023) 348-1104
APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates could be subjected to a competency test on the day of the interview.
CLOSING DATE : 12 February 2021

POST 03/96 : CLINICAL PROGRAMME COORDINATOR GRADE 1
Rural Health Services

SALARY : R444 276 per annum
CENTRE : George Regional 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. (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 a professional council: Registration with the SANC as Professional Nurse. Experience: A minimum of 7 years appropriate/recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing. Inherent requirements of the job: Willingness to work after-hours. Competencies (knowledge/skills): Good written and verbal communication skills in at least two of the three official languages of the Western Cape. Knowledge of procedures relating to nursing education, training, basic and post-basic nursing and good understanding of nursing code of ethics and professional practice of the SANC. Critical thinking and ability to analyse systems and to prepare reports. Computer literacy in MS Word, Excel, Outlook and PowerPoint.

DUTIES : Coordinate the development and implementation of induction/orientation programmes for nursing personnel. Coordinate the development of learning opportunities for all nursing personnel. Manage and administer the implementation of the informal nurse training programmes and assist with formal clinical training programmes. Manage the clinical accompaniment/mentorship programmes within the Nursing component.

ENQUIRIES : Ms J Ehlers Tel No: (044) 802-4356/7
APPLICATIONS: Applicants apply online: www.westerncape.gov.za/health-jobs (click “online applications”)  
NOTE: Shortlisted candidates may be subjected to a practical and/or competency test. No payment of any kind is required when applying for this post.  
CLOSING DATE: 12 February 2021  
POST 03/97: PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: ONCOLOGY NURSING)  
Rural Health Services  
SALARY: Grade 1: R383 226 per annum (PN B1)  
Grade 2: R471 333 per annum (PN B2)  
CENTRE: George Hospital  
REQUIREMENTS: Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African 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: Oncology. Registration with a professional council: Registration with the SANC as a Professional Nurse. Experience: Grade 1: A minimum of 4 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 14 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in Oncology Nursing science after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirement of the job: Willingness to work shifts, day and night duty, weekends and public holidays to meet the operational requirements. Competencies (knowledge/skills): Good verbal and written communication skills in at least two of the three official languages of the Western Cape. Knowledge of relevant legislation and policies of the Department of Health Western Cape. Leadership towards the realisation of strategic goals and objectives of the Oncology and Outpatients’ Department. DUTIES: Ensure quality patient care regarding the identification of nursing care needs, the planning and implementation of nursing care plans and the education of nursing personnel as a Professional Nurse in an Oncology service. Render and supervise specialized clinical nursing care and support clinical staff with surgical and medical procedures. Utilize human, material and physical resources efficiently and effectively. Maintain and promote professional growth/ethical standards and development of self and others. Display of core values of the Department of Health WCG in the execution of duties.  
ENQUIRIES: Ms J Ehlers Tel No: (044) 802-4356/7  
APPLICATIONS: Applicants apply online: www.westerncape.gov.za/health-jobs (click “online applications”)  
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 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: 12 February 2021  
POST 03/98: PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: ADVANCED MIDWIFERY AND NEONATOLOGY)  
Rural Health Services  
SALARY: Grade 1: R383 226 per annum (PN B1)  
Grade 2: R471 333 per annum (PN B2)  
CENTRE: George Hospital  
REQUIREMENTS: Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration
with the South African Council (SANC) as a Professional Nurse and Midwife. A post-basic nursing qualification with a duration of at least 1 year, accredited with SANC in Advanced Midwifery and Neonatology Nursing Science. Registration with a professional council: Registration with the SANC as a Professional Nurse and Midwife.

**Experience:**

- **Grade 1:** A minimum of 4 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing.
- **Grade 2:** A minimum of 14 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in Advanced Midwifery and Neonatology Nursing Science after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirements of the job: Willingness to work shifts, day and night duty, weekends and public holidays to meet the operational requirements.

**Competencies (knowledge/skills):**

- Good verbal and written communication skills in at least two of the three official languages of the Western Cape.
- Knowledge of relevant legislation and policies of the Department of Health Western Cape.
- Leadership towards the realisation of strategic goals and objectives of the Obstetric & Neonatology Department.

**DUTIES:**

- Ensure quality patient care regarding the identification of nursing care needs, the planning & implementation of nursing care plans and the education of nursing personnel as a Professional Nurse in an Obstetric and Neonatology service. Render and supervise specialized clinical nursing care and support clinical staff with surgical and medical procedures. Utilize human, material and physical resources efficiently and effectively. Maintain and promote professional growth/ethical standards and development of self and others. Display of core values of the Department of Health WCG in the execution of duties.

**ENQUIRIES:**

Ms J Ehlers Tel No: (044) 802-4356/7

**APPLICATIONS:**

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

**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 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:**

12 February 2021

**POST 03/99:**

ASSISTANT DIRECTOR: LABOUR RELATIONS

Groote Schuur Hospital

**SALARY:**

R376 596 per annum

**CENTRE:**

Groote Schuur Hospital

**REQUIREMENTS:**

Minimum educational qualification: A 3-year National Diploma /Degree. Experience: Appropriate experience in Labour Relations in Public or Private Sector. Appropriate experience as a supervisor or manager. Competencies (knowledge/skills): Excellent verbal and written communication skills in at least two of the three official languages of the Western Cape. Strong interpersonal and conflict resolution skills. Good time management and planning skills. Ability to think analytically and resolve problems effectively and timeously. Strong leadership and management skills.

**DUTIES:**

- Facilitate, monitor and provide guidance with grievances to ensure effective resolution within the prescribed timeframe. Facilitate, monitor and ensure that all disciplinary matters are effectively managed within the prescribed timeframe. Provide training guidance to investigating and presiding officers on an ongoing basis. Analyse trends in disciplinary matters, grievances and disputes and ensure appropriate interventions are implemented. Provide support, training, guidance and information sessions to line management and employees in labour relation matters utilising trends identified with queries, disciplinary cases, grievances and disputes. Management of collective
bargaining structure at institutional level (IMLC). Ensure accurate collation of labour relations statistics. Monitor Labour Relations in the workplace.

ENQUIRIES : Ms M Lazarus Tel No: (021) 404-2205
APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
NOTE : Shortlisted candidates will be required to undergo a competency test and practical.
CLOSING DATE : 12 February 2021
POST 03/100 : ADMINISTRATION CLERK: SUPPORT (INFORMATION MANAGEMENT) Garden Route District
SALARY : R173 703 per annum
CENTRE : Calitzdorp CC, Kannaland Sub-district
REQUIREMENTS : Minimum educational qualification: Senior certificate/Grade 12. Inherent requirement of the job: Valid Code B/EB driver's license. Experience: Appropriate administration and data experience. Appropriate experience in capturing and managing of data on PHICS; Sinjani: tier.net. Competencies (knowledge/skills): Basic knowledge and experience in office Administration, Financial and Procurement Administration. Good interpersonal, verbal and written communication skills in at least two of the three official languages of the Western Cape. Computer literacy (i.e. MS Office, Word, Excel and PowerPoint).
DUTIES : Effective management of communication and administration support. Maintenance of effective registry functions. Effective registration of clients. Effective management of appointments and defaulters. Effective data management, capturing and administration. Validation of data and support to end-user.
ENQUIRIES : Mr I van Zyl, Tel No: (028) 551-1010
APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 12 February 2021
POST 03/101 : ADMINISTRATION CLERK: INFORMATION MANAGEMENT
Chief Directorate: Metro Health Services
SALARY : R173 703 per annum
CENTRE : Northern/Tygerberg Sub-structure Office
REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience of health-related experience in Information Management environment. Inherent requirement of the job: Valid (Code B/EB) drivers' licence. Competencies (knowledge/skills): Proficiency in at least two of the three languages of the Western Cape. Working knowledge and experience around PHC data (including HAST data). Knowledge with regards departmental information systems. Advance computer literacy (Ms Word, Excel, and PowerPoint), good numerical, organisational and analytical thinking skills.
DUTIES : Data capturing (routine and non-routine data) and submission. Assist with data quality monitoring – validation, verification, data/trend analysis. Prepare presentations and compile reports. Perform an office administration role (i.e. minute taking, filing, copies and logistical arrangements). Provide general IM support to all Information Management and HAST clerks at facility level. Assist with pre-determined objective audits and assist with ICT requests.
ENQUIRIES : Mr M Khonono Tel No: (021) 815-8562
APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 12 February 2021
POST 03/102 : HOUSEKEEPING SUPERVISOR
Cape Winelands Health District
SALARY : R145 281 per annum
CENTRE : Robertson Hospital
REQUIREMENTS : Minimum educational qualification: General Education and training Certificate (GETC) - Grade 9/ (Std. 7). Experience: Appropriate experience in hospital
linen banks and household activities. Inherent requirements of the job: Will be required to work shifts, weekends and public holidays. Competencies (knowledge/skills): Ability to communicate in at least two of the three official languages of the Western Cape. Good interpersonal communication skills, the ability to manage conflict and discipline. A sound knowledge of Needle work will be an advantage. Knowledge in management of the hospital linen and waste and ability to operate cleaning apparatus and equipment. Supervisory skills, optimal utilisation of subordinates, ability to manage, organise and direct activities of staff.

**DUTIES**

Responsible for planning and managing of the activities of housekeeping services. Responsible for the management of the linen bank, linen control and effective waste management. Maintain high standard of cleanliness and hygiene within the hospital. Maintain a safe environment for the patients, staff and other personnel. Deliver a support service to the nursing staff and operational manager in the wards, supervise staff and manage HR matters including training to staff.

**ENQUIRIES**

Ms E Volschenk Tel No: (023) 626-8567

**APPLICATIONS**

The Medical Manager: Robertson Hospital, Private Bag X617 Robertson, 67059.

**NOTE**

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

**CLOSING DATE**

12 February 2021

**POST 03/103**

**DRIVER (LIGHT DUTY VEHICLE)**

Garden Route District

**SALARY**

R102 534 per annum

**CENTRE**

Mossel Bay PHC Support and Outreach (Stationed at Mossel Bay Hospital)

**REQUIREMENTS**

Minimum requirement: Basic literacy and numeracy skills. Experience: Appropriate experience in transportation of personnel and goods. Inherent requirements of the job: Valid code (C1/EC) (Code 10) driver’s licence. Valid Public Driving Permit (PDP). Willingness to work overtime and to perform standby duties. Competencies knowledge/skills: Ability to communicate in at least two of the three official languages of the Western Cape. Knowledge of routine, maintenance, Inspections for defects on vehicles and safe driving skills. Ability to accept accountability and responsibility and to work independently and unsupervised. Knowledge of Transport Circular 4 of 2000 and good knowledge of road networks in the Garden Route District Region.

**DUTIES**

(key result areas/outputs): Daily transporting of official passengers, post, packages, medication, goods and equipment as well as completion of logbooks. Deliver and collect blood products. Conduct routine maintenance and cleaning of Government vehicles. Conduct routine inspection of vehicles and report defects. Perform routine administrative duties when required and respond to emergencies when necessary. Relief staff within the component when required.

**ENQUIRIES**

Mr B Caffoen Tel No: (044) 604-6114

**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**

12 February 2021