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 04/142: DEPUTY DIRECTOR: MANAGER - HOSPITAL DEVELOPMENT
(3-Year Contract Post – Renewable)
Directorate: Project Office Tygerberg Hospital Redevelopment (Facilities and Infrastructure Management)

SALARY: R733 257 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: An appropriate Degree in a built environment discipline at NQF Level 7 as recognised by SAQA. Experience: Extensive experience in Project Management of built environment projects. Inherent requirements of the job: Valid (Code B/EB) driver’s licence. Physically fit and healthy enough to walk long distances in the confines of a building and on a construction site. Ability to work extended hours (after hours and weekends) when required. Competencies (knowledge/skills): Knowledge and experience of programme and project management processes and methodologies related to the built environment, including project planning, financial management, information systems, monitoring and reporting. Experience in the role of Project Manager or Principal Agent on complex projects involving multiple stakeholders and professional disciplines. Experience in planning and/or delivery of complex health facilities. Built environment contract management skills (legal and financial). Knowledge and experience in the application of relevant public sector legislation (e.g. PFMA, GIAMA, SPLUMA, NEMA, NBRA) and infrastructure delivery processes and systems, with particular reference to the National Treasury PPP Regulation 16, Infrastructure Delivery Management System and Preferential Procurement Policy Framework. Advanced computer literacy (Microsoft Office) and Project Management software and ability to produce graphics using Microsoft Visio or equivalent available application. Excellent verbal and written communication skills including presentations. The ability to independently analyse information and produce documents of a high standard.

DUTIES: Infrastructure Planning for the Redevelopment of Tygerberg Hospital comprising development of new Central Hospital, new Regional Hospital and Enabling Works. Conduct engagements with Stakeholders and Interested and Affected Parties. Assist with procurement of the PPP Contract for the new Central Hospital, including the development of Performance Specifications related to spatial quality, environmental sustainability, resource efficiency, affordable solutions, and strategies to increase positive socio-economic impact of the project including BBBEE. Assist with management of the PPP contract including the preparation of contract documentation as required i.t.o. PPP regulations. Manage the programme for delivery of the public sector components of the redevelopment of Tygerberg Hospital in accordance with the Infrastructure Delivery Management System. Assist with Administration of the Tygerberg Hospital Redevelopment Project Office, including risk management, and attend training programmes and conferences as identified for meeting performance targets.

ENQUIRIES: Ms L Spieringshoek-Martins Tel No: (021) 483-0859
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: 19 February 2021
POST 04/143

ULTRASOUND RADIOGRAPHER GRADE 1 TO 3
Cape Winelands Health District

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

CENTRE
Drakenstein PHC

REQUIREMENTS
Minimum educational qualification: Appropriate qualification that allows for registration with the Health Professions Council of South Africa (HPCSA) in Ultrasound Radiography. Registration with professional council: Registration with the HPCSA as an Ultrasound Radiographer. Experience: Grade 1: None for SA qualifies employees. Grade 2: Minimum of 10 years relevant experience after registration with HPCSA in Radiography (Ultrasound) in respect of SA qualified employees. Grade 3: Minimum of 20 years relevant experience after registration with HPCSA in Radiography (Ultrasound) in respect of SA qualified employees. Inherent requirements of the job: A valid driver’s licence and willingness to travel within the Sub District. Competencies (knowledge/skills): Computer literacy in word processing, data management and analysis and be able to serve patients in at least two of the three official languages of the Western Cape. Ability to work independently and in a team with good interpersonal skills. Thorough knowledge of ante-natal-, ante-natal Doppler-, gynaecology- and abdominal- ultrasound studies. Completion of supplementary courses in diagnostic ultrasound and knowledge and interest in teaching in Obstetrics and Gynaecology at both undergraduate and post-graduate level.

DUTIES
Provide a comprehensive diagnostic ultrasound service at an advanced level with the main focus on Obstetrics and Gynaecology (O&G) imaging in Drakenstein Sub District. General care of patients as part of a Multi-Disciplinary team. Effective administration within the ultrasound unit regarding patient service, appropriate referral as well as equipment management. Maintain case records and statistics. Supervise, train and assess junior colleagues. Actively take part in CPD- program, as learner as well as In-service training.

ENQUIRIES
Dr R Gaffoor Tel No: (021) 877-6400

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 stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to the relevant council and proof of payment of the prescribed registration fees are submitted with their job application/on appointment. This concession is only applicable on health professionals whom 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
19 February 2021

POST 04/144

ASSISTANT DIRECTOR: SECURITY SERVICES
Directorate: Facilities Management
Sub Directorate: Security Services Management

SALARY
R376 596 per annum

CENTRE
(Based at Cape Town Head Office)

REQUIREMENTS

DUTIES
Influence Security Governance within the Department. Facilitate the implementation of ISO aligned Security Methodologies for people, processes, and technology within the Department. Embed a positive security culture within
the Department. Participate in Directorate Resource Optimisation and supervise staff. Internal and External stakeholder engagement.

ENQUIRIES: Mr A Punwasi Tel No: (021) 483 – 9030
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: 19 February 2021

POST 04/145: QUALITY ASSURANCE CO-ORDINATOR
Cape Winelands Health District

SALARY: R376 596 per annum
CENTRE: Cape Winelands District Office (based in Ceres)
REQUIREMENTS: Minimum educational qualification: Appropriate 4 year Health related Diploma/degree or equivalent qualification that is registrable with any of the statutory bodies of South Africa. Experience: Appropriate experience in Quality Assurance (QA). Appropriate experience in Infection Prevention Control (IPC), Occupation Health and Safety (OH&S). Experience in Management. Inherent requirement of the job: Valid (Code B/EB) driver’s license and willingness to travel extensively within the Rural Districts. Competencies (knowledge/skills): Ability to analyze and interpret Health Systems Information, compile reports and present the data to direct planning. Knowledge of Project and Financial Management. Good organizational, interpersonal, creative problem solving and research skills. Computer literacy (MS Office: Word, Excel, PowerPoint and Outlook). Ability to communicate effectively (verbal and written) in at least two of the three official languages of the Western Cape.

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

ENQUIRIES: Ms S Neethling Tel No: (023) 348-8120, Dr E Titus, Tel No: (023) 316-9603
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 may be subjected to a practical test and competency assessment.
CLOSING DATE: 19 February 2021

POST 04/146: SENIOR ADMINISTRATIVE OFFICER: INFORMATION MANAGEMENT
Directorate: Information Management

SALARY: R316 791 per annum
CENTRE: (Head Office, Cape Town)
REQUIREMENTS: Minimum educational qualification: Appropriate 3-year National Diploma/Degree. Experience: Appropriate experience in health information management. Inherent requirement of the job: Valid (Code B/EB) drivers licence. Willingness to travel and overnight. Willingness to work overtime when required. Competencies (knowledge/skills): Advanced computer literacy especially in MS Office with good numerical and analytical skills to support the compilation, interpretation and analysis of reports. Good knowledge of monitoring and evaluation of performance, National and Provincial Information Management policies, processes and standard operating procedures. Knowledge of the information systems utilised by the WCG: Health e.g. Sinjani, Clinicom, PHCIS, Ideal Facility, Business Intelligence, Tier etc. Good leadership, interpersonal and communication (verbal and written English) skills. Advanced computer skills in MS Office.

DUTIES: Assist with the operational planning and project management within the component and sub-directorate. Support development and implementation of information policies, data collection tools, definitions, standard operating procedures etc. according to NDOH and Provincial requirements. Regular stakeholder engagement, support and feedback (written and verbal) to all levels of the health service within the province and nationally. Interrogate data
and generate reports for stakeholders for policy making, planning, monitoring, co-ordination, research and evaluation of the Health Service in the Province. Ensure good quality data, compliance and adherence to legislative target dates. Conduct health services support visits and provide support during the provincial performance information audit.

ENQUIRIES
APPLICATIONS: Ms S Brinkmann Tel No: (021) 483- 8046
APPLICANTS: 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 may have to complete a skills competency test.
CLOSING DATE: 19 February 2021

POST 04/147
ARTISAN FOREMAN GRADE A (REFRIGERATION AND AIR CONDITIONING)
Head Office, Cape Town

SALARY: Grade A: R304 263 per annum
CENTRE: Directorate: Engineering and Technical Support (Based at Bellville Mobile Workshop)
DUTIES: Repairs of air conditioning and refrigeration equipment and plant including cold-rooms and heat pumps. Install specialised systems and perform preventative maintenance on critical and specialised equipment. Do quality assurance on all maintenance and repair work performed and keep register of all work done. Stock control and management of job cards. Compile and submit reports as required and provide input on the operational plan of the workshop. Supervise the workshop staff and perform related administrative duties and mentor technical staff in the application of new technologies and procedures. Ordering, procurement and control of maintenance material and equipment for the workshop.

ENQUIRIES
APPLICATIONS: Mr S Reichert Tel No: (021) 830-3768/ L Semono Tel No: (021)830-3770
APPLICANTS: 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: 19 February 2021

POST 04/148
ADMINISTRATION CLERK: REGISTRY
Chief Directorate: Rural Health Services

SALARY: R173 703 per annum
CENTRE: Worcester Regional Hospital
REQUIREMENTS: Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate administrative experience. Appropriate experience in a filing and/or archiving environment. Competencies (knowledge/skills): Ability to communicate (written and verbal) in at least two of the three official languages of the Western Cape. Good computer (MS Word, Excel, Outlook) skills. Knowledge of policies regarding registry and archives. Good interpersonal skills, responsibility, honesty and ability to maintain confidentiality, as well as ability to effectively multi-task, function independently and under pressure.
DUTIES: Effective and efficient daily operations of the registry and archives section. Effective and efficient photocopying, reproduction and distribution of documents. Effective daily use and maintenance of all registry equipment/machinery. Effective, compliant and efficient filing, issuing, control and monitoring of personnel files. Efficient and confidential handling of mail. Maintaining updated registers. Effective support of the HR and Finance functions.

ENQUIRIES
APPLICATIONS: Mr JP Arendse Tel No: (023) 348 1125
APPLICANTS: 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: 19 February 2021
POST 04/149 : PORTER
Chief Directorate: Rural Health Services

SALARY : R102 534 per annum
CENTRE : Worcester Regional Hospital
REQUIREMENTS : Minimum requirement: Basic reading, writing and numerical skills. Experience: Appropriate experience in the porter services. Inherent requirements of the job: Willingness to work shifts including nightshift, weekends and on public holidays. Must be able to work standby including weekends and on public holidays. Must be of sober habits, physically fit to lift patients and heavy equipment. Physically able to be on one’s feet for long periods. Must be prepared to handle bodies (corpses). Competencies (knowledge/skills): Ability to communicate in at least two of the three official languages of the Western Cape. Good interpersonal and communication skills. Knowledge of the safe infection prevention methods. Ability to work independently, under pressure, unsupervised and in a team context.

DUTIES : Efficient and safe handling and transportation of patients. Assist with the loading of patients in/out of ambulances/vehicles. Render assistance to nursing staff with the transfer of patients to beds/trolleys and vice versa. Effectively and efficiently managed Mortuary Services, including transportation of corpses from wards to the mortuary and entering detail in mortuary register. Efficiently and effectively controlled equipment and reporting any defects to trolleys/wheelchairs to supervisor. An effectively supported HR function.

ENQUIRIES : Mr JP Arendse Tel No: (023) 348–1125
APPLICATIONS : The Chief Executive Officer: Worcester Hospital, Private Bag X3058, Worcester, 6850.
FOR ATTENTION : Ms H Swart
NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 19 February 2021

POST 04/150 : DRIVER (LIGHT DUTY VEHICLE)
Cape Winelands Health District

SALARY : R102 534 per annum
CENTRE : Witzenberg PHC
REQUIREMENTS : Minimum requirement: Basic and numeracy and literacy 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. Knowledge of Transport Circular 4 of 2000 and good knowledge of road networks in the Ceres Hospital – Witzenberg Sub-District (Cape Winelands District).

DUTIES : Daily transporting of official passengers, post, packages, medication, goods and equipment. Ensure accurate completion of logbooks. Deliver and collect blood products from Worcester Blood Services. Conduct routine maintenance, cleaning of Government vehicles and 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 and render support to supervisor.

ENQUIRIES : Mr. W Haywood Tel No: (023) 316-9640
APPLICATIONS : The Manager: Medical Services, Ceres Hospital Private Bag X 54, Ceres, 6835.
FOR ATTENTION : Mr. W Owen
NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 19 February 2021