ANNEXURE P

PROVINCIAL ADMINISTRATION: NORTHERN CAPE
DEPARTMENT OF HEALTH
This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department.

APPLICATIONS: Please forward all applications, clearly stating the post for which you are applying, Northern Cape Department of Health Private Bag X5049, Kimberley 8300 or 144 Du Toitspan Road Kimberley Hospital Complex, James Exum Building

FOR ATTENTION: Ms L. Fritz Acting Director: Human Resource Management

CLOSING DATE: 10 May 2021

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. SMS (Senior Management Service) will be required to undergo a Competency Assessment as prescribed by DPSA. Entry level requirements for SMS Posts – In terms of the Directive on Compulsory Capacity Development, Mandatory Training Days and Minimum Entry Requirements for SMS introduced the 01st April 2015, a requirement for all participants for SMS posts from 01st April 2020 is the successful completion of the Senior Management Pre-entry programme as endorsed by the National School of Government (NSG). The course is available on the NSG under the name Certificate for entry into SMS. The successful candidate will be required to provide proof of completion of the NSG Public Service Senior Management leadership Programme Certificate for entry into the SMS.

MANAGEMENT ECHelon

POST 14/185: CHIEF EXECUTIVE OFFICER TERTIARY HOSPITAL REF NO: NCDOH

SALARY: R1 251 183 per annum (All-inclusive package)

CENTRE: Robert Mangaliso Sobukwe Hospital

REQUIREMENTS: Degree or Advanced Diploma in health related field is a Prerequisite. Degree/Diploma in management is an added advantage. A minimum of 5 years’ management experience in health sector is a requirement. A valid B (08) driver’s licence is an inherent requirement.

DUTIES: To plan, direct, co-ordinate and manage the efficient and effective delivery of clinical and administrative hospital services. To provide strategic leadership to
improve operational efficiency of the hospital service and improve health outcomes. Prepare and execute a strategic plan for the hospital to ensure that it is in line with the 10 Point Plan, National and Provincial, Regional and District Health Plans. Maximise revenue through collection of all income due to the Hospital. Ensure that the Hospital is managed within budget in line with PFMA and relevant guidelines. Ensure that adequate policies, systems and procedures are in place to enable prudent management of financial resources, planning of financial resource mobilisation, monitoring and evaluation and asset and risk management. Ensure that systems and procedures are in place to ensure effective infrastructure planning and maintenance, as well as availability of essential equipment and maintenance. Develop, implement and maintain human resource management policies and guidelines, systems and procedures that will ensure effective and efficient utilisation of human resources. Promote a safe and healthy working environment through compliance with relevant legislation including occupational health and safety commitments. Implement a procurement and provisioning system that is fair, transparent, competitive and cost effective in terms of provincial delegated authority and in line with the PFMA, ensure that goods and services are procured in a cost effective and timely manner. Oversee clinical governance to ensure a high standard of patient care. Establish strong and viable community networks; and ensure a functional Hospital Board. Responsible for good corporate governance. Improve quality of services through compliance with all domains of the National Core Standards for the prevention of Medico-legal hazards and the promotion of a positive patient experience at the hospital. Manage the hospitals risks to ensure optimal achievement of health outcomes, the safety of all staff, patients and visitors, environmental safety, and proper management of buildings and other assets.

ENQUIRIES : Ms L. Fritz, Tel No: (053) 8300 601

POST 14/186 : CHIEF EXECUTIVE OFFICER REGIONAL HOSPITAL REF NO: NCDOH

SALARY : R1 057 326 per annum (all-inclusive package)

CENTRE : Dr. Harry Surtie Hospital Upington

REQUIREMENTS : Degree or Advanced Diploma in health related field is a Prerequisite. Degree/Diploma in management is an added advantage. A minimum of 5 years’ management experience in health sector is a requirement. A valid B (08) driver’s licence is an inherent requirement.

DUTIES : To plan, direct, co-ordinate and manage the efficient and effective delivery of clinical and administrative hospital services. To provide strategic leadership to improve operational efficiency of the hospital service, to improve health outcomes. Prepare and execute a strategic plan for the hospital to ensure that it is in line with the 10 Point Plan, National and Provincial, Regional and District Health Plans. Maximise revenue through collection of all income due to the Hospital. Ensure that the Hospital is managed within budget in line with PFMA and relevant guidelines. Ensure that adequate policies, systems and procedures are in place to enable prudent management of financial resources, planning of financial resource mobilisation, monitoring and evaluation and asset and risk management. Ensure that systems and procedures are in place to ensure effective infrastructure planning and maintenance, as well as availability of essential equipment and maintenance. Develop, implement and maintain human resource management policies and guidelines, systems and procedures that will ensure effective and efficient utilisation of human resources. Promote a safe and healthy working environment through compliance with relevant legislation including occupational health and safety commitments. Implement a procurement and provisioning system that is fair, transparent, competitive and cost effective in terms of provincial delegated authority and in line with the PFMA, ensure that goods and services are procured in a cost effective and timely manner. Oversee clinical governance to ensure a high standard of patient care. Establish strong and viable community networks; and ensure a functional Hospital Board. Responsible for good corporate governance. Improve quality of services through compliance with all domains of the National Core Standards for the prevention of Medico-legal hazards and the promotion of a positive patient experience at the hospital. Manage the hospitals risks to ensure optimal achievement of health outcomes,
the safety of all staff, patients and visitors, environmental safety, and proper management of buildings and other assets.

ENQUIRIES: Ms L. Fritz, Tel No: (053) 8300 601

POST 14/187: DISTRICT DIRECTOR REF NO: NCDOH

SALARY: R1 057 326 per annum (all-inclusive package)
CENTRE: ZF Mcawu Health District, Namakwa District, John Taolo Gaetsewe District, Pixley Ka Seme District
REQUIREMENTS: Degree or Advanced Diploma in a health related field is a Prerequisite. Degree/Diploma in management is an added advantage. A minimum of 5 years’ management experience in the health sector is a requirement. Experience in Primary Health Care Management is an added advantage. A valid B (08) driver’s licence is an inherent requirement.
DUTIES: To plan, direct, co-ordinate and manage the efficient and effective delivery of clinical and administrative hospital services. To provide strategic leadership to improve operational efficiency of the hospital service, to improve health outcomes. Prepare and execute a strategic plan for the hospital to ensure that it is in line with the 10 Point Plan, National and Provincial, Regional and District Health Plans. Maximise revenue through collection of all income due to the Hospital. Ensure that the hospital is managed within budget in line with PFMA and relevant guidelines. Ensure that adequate policies, systems and procedures are in place to enable prudent management of financial resources, planning of financial resource mobilisation, monitoring and evaluation and asset and risk management. Ensure that systems and procedures are in place to ensure effective infrastructure planning and maintenance, as well as availability of essential equipment and maintenance. Develop, implement and maintain human resource management policies and guidelines, systems and procedures that will ensure effective and efficient utilisation of human resources. Promote a safe and healthy working environment though compliance with relevant legislation including occupational health and safety commitments. Implement a procurement and provisioning system that is fair, transparent, competitive and cost effective in terms of provincial delegated authority and in line with the PFMA, ensure that goods and services are procured in a cost effective and timely manner. Oversee clinical governance to ensure a high standard of patient care. Establish strong and viable community networks; and ensure a functional Hospital Board. Responsible for good corporate governance. Improve quality of services through compliance with all domains of the National Core Standards for the prevention of Medico-legal hazards and the promotion of a positive patient experience at the Hospital.

ENQUIRIES: Ms L. Fritz, Tel No: (053) 8300 601

POST 14/188: DIRECTOR: MATERNAL, CHILD, YOUTH AND WOMEN’S HEALTH AND NUTRITION PROGRAMMES (MCYWH & N) REF NO: NCDOH

SALARY: R1 057 326 per annum (all-inclusive package)
CENTRE: Provincial Office - Kimberley
REQUIREMENTS: Degree or Advanced Diploma in a health related field is a Prerequisite. Degree/Diploma in management is an added advantage. A minimum of 5 years’ management experience in the health sector is a requirement. A post graduate Degree in Public Health would serve as an added advantage. A valid B (08) driver’s licence is an inherent requirement.
DUTIES: Provide strategic direction in planning for Maternal, Child, Youth and Women’s Health and Nutrition. Ensure monitoring and implementation of provincial Policies and Guidelines for transformation planning and evaluation of Maternal, Child, Youth and Women’s Health programmes in line with the strategic framework of the department and the Annual Performance Plan. Implement an efficient system to manage human capital. Management stakeholder and inter-sectoral collaboration/partnerships with other government departments and partners. Implementation of financial planning, establish financial monitoring and evaluation system in line with PFMA.

ENQUIRIES: Ms L. Fritz, Tel No: (053) 8300 601
POST 14/189

DIRECTOR: HAST (HIV & AIDS, SEXUAL TRASMITTED INFECTIONS AND TUBERCULOSES REF NO: NCDOH

SALARY
R1 057 326 per annum (all-inclusive package)

CENTRE
Provincial Office - Kimberley

REQUIREMENTS
Degree or Advanced Diploma in a health related field is a Prerequisite. Degree/Diploma in management is an added advantage. A minimum of 5 years’ management experience in the health sector is a requirement. A post graduate Degree in Public Health would serve as an added advantage. A valid B (08) driver’s licence is an inherent requirement.

DUTIES
Direct. Manage and Co-ordinate the implementation of the HIV, AIDS, STI, TB and DR-TB package. Epidemic Preparedness. Provide strategic direction through development/facilitation of policies and protocols, programme strategic plan, for improvement and maintenance of good quality service. Prepare budgets in line with the Conditional grant prescripts. Develop M&E systems. Facilitate effective Collaboration with the Provincial AIDS Council and District Management and the Civil Society in planning HIV, AIDS, STI, TB and DR-TB activities. Forge Strategic Partnership and develop norms and standards with NGO's, other Government Departments and the business sector.

ENQUIRIES
Ms L. Fritz, Tel No: (053) 8300 601

OTHER POSTS

POST 14/190

CHIEF EXECUTIVE OFFICER DISTRICT HOSPITALS REF NO: NCDOH

SALARY
R869 007 per annum (all-inclusive package)

CENTRE
Abraham Esau Hospital (Namakwa Health District), Postmasburg Hospital (ZF Mgcwau Health District), Kuruman Hospital (John Taolo Gaetsewe Health District), Tshwaragano Hospital (John Taolo Gaetsewe District) De Aar Hospital (Pixley Ka Seme District)

REQUIREMENTS
Degree or Advanced Diploma in a health related field is a Prerequisite. Degree/Diploma in management is an added advantage. A minimum of 5 years’ management experience in the health sector is a requirement. A valid B (08) driver’s licence is an inherent requirement.

DUTIES
To plan, direct, co-ordinate and manage the efficient and effective delivery of clinical and administrative hospital services. To provide strategic leadership to improve operational efficiency of the hospital service, to improve health outcomes. Prepare and execute a strategic plan for the hospital to ensure that it is in line with the 10 Point Plan, National and Provincial, Regional and District Health Plans. Maximise revenue through collection of all income due to the Hospital. Ensure that the Hospital is managed within budget in line with PFMA and relevant guidelines. Ensure that adequate policies, systems and procedures are in place to enable prudent management of financial resources, planning of financial resource mobilisation, monitoring and evaluation and asset and risk management. Ensure that systems and procedures are in place to ensure effective infrastructure planning and maintenance, as well as availability of essential equipment and maintenance. Develop, implement and maintain human resource management policies and guidelines, systems and procedures that will ensure effective and efficient utilisation of human resources. Promote a safe and healthy working environment though compliance with relevant legislation including occupational health and safety commitments. Implement a procurement and provisioning system that is fair, transparent, competitive and cost effective in terms of provincial delegated authority and in line with the PFMA, ensure that goods and services are procured in a cost effective and timely manner. Oversee clinical governance to ensure a high standard of patient care. Establish strong and viable community networks; and ensure a functional Hospital Board. Responsible for good corporate governance. Improve quality of services through compliance with all domains of the National Core Standards for the prevention of Medico-legal hazards and the promotion of a positive patient experience at the hospital. Manage the hospitals risks to ensure optimal achievement of health outcomes, the safety of all staff, patients and visitors, environmental safety, and proper management of buildings and other assets.

ENQUIRIES
Ms L. Fritz, Tel No: (053) 8300 601