ANNEXURE K

PROVINCIAL ADMINISTRATION: GAUTENG
DEPARTMENT OF HEALTH

OTHER POSTS

POST 15/48 : MEDICAL SPECIALIST GRADE 1 REFS NO: SBAH 43/2021
Directorate: Public Health Medicine

SALARY : R1 106 040 per annum plus benefits
CENTRE : Steve Biko Academic Hospital
REQUIREMENT : MBChB or equivalent: MMed (Public Health Medicine) or FCPHM (SA) or equivalent. A Valid registration with HPCSA as independent Medical Practitioner and Public Health Medicine Specialist. At least one year in managing health information system.
DUTIES : Working within Steve Biko Academic Hospital and its cluster health facilities as a Public Health Medicine Specialist: Support public health medicine programmes especially in the areas of Health Information System. This appointment is on joint Gauteng Department of health and University of Pretoria medical establishment and thus the incumbent will have teaching and training duties. Furthermore, all academic appointees are expected to engage in active research.

ENQUIRIES : Mr. PM Motsweni: Tel No: (012) 354 2235
APPLICATIONS : Applications must be submitted with a Z83 form, certified copies of ID and certificate of qualifications to Steve Biko Academic Hospital, Private Bag x 169, Pretoria, 0001 or hand delivered to Cnr Malherbe & Steve Biko Road, Main Entrance at Level 3. Steve Biko Academic Hospital is committed to the pursuit of diversity and redress. Candidates whose appointment will promote representivity in terms of race, disability and gender will receive preference.

CLOSING DATE : 17 May 2021

POST 15/49 : MEDICAL OFFICER GRADE 1 REF NO: SDHS/2021/31
(X4 Contracts ending 31 March 2022)
Directorate: Family Medicine

SALARY : R821 205 per annum (OSD Grading)
CENTRE : Sedibeng District Health Services
REQUIREMENT : National Senior Certificate and MBCHB/MBBCH qualification that allows registration with the Health professions Council of South Africa (HPCSA) as a Medical Practitioner. Certification of Registration with the HPCSA (proof of current annual registration to be attached.) Knowledge of legal and ethical principles. Good communication and interpersonal skills. Ability to work independently and in a multi-disciplinary team. Analytic thinking, independent decision making and problem solving skills.
DUTIES : The incumbent will be responsible of medical assessment and management of patients, including Covid 19 suspected and confirmed cases. To be involved in Covid 19 health promotion and prevention (screening, vaccination programs) Supervising junior doctors (undergraduate students, interns and community service doctors). Attendance of relevant administrative meetings like mortality meetings, near miss meetings and completing MEDICO Legal Documents timely (e.g. Death certificate). Improve quality of care by providing appropriate clinical care. Reduce medical litigation by exercising good clinical ethics. Implement and monitor adherence to National Core Standards (norms and standards). Participating in all activities of the discipline in relation to teaching and research. Participate in multidisciplinary team to the management of patients. Performance of practical procedures relevant to the care of patients. Ensure that administration and record keeping is done in the department. Willing to do commuted overtime rendering of after-hour (night, weekend and public holiday) duties to provide continuous uninterrupted care of patients. Support Provision of PHC services within Community health centers and clinics. Participate in 24hour PHC services including Medico-legal and EMS. Use protocols and guidelines in patient management and ensure appropriate referrals services in accordance with national and provincial strategies. Support the training and the CPD/CME activities for nurses, intern and community services doctors in the district. Perform any other duties delegated by Supervisor/Manager.
ENQUIRIES : Dr. M.B Itaka – Tel No: (072) 051 5059
APPLICATIONS : Please: Quote the relevant reference number, direct applications to the HR Manager- Sedibeng DHS, Private Bag X023 Vanderbijlpark, 1900 or hand deliver at designated recruitment boxes next to security officers, Cnr Frikkie Meyer & Pasteur BLVD.

NOTE : The appointed employee will be subjected to Personnel Suitability Check (PSC), (OHS) Medical surveillance as required in the HBA, at no cost. Applications must be filled on a Z83 form accompanied by a comprehensive CV highlighting or stating the requirements mentioned above; and certified copies of ID and qualifications (not older than 6 months). Applicants must indicate the post reference number on their applications. Failure to submit the required documents will result in the application not being considered. Qualifications of candidates recommended for appointment will be verified. Persons in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Candidates will be subjected to security screening and vetting process: criminal clearance, citizenship, credit records. Applications received after closing date will not be accepted. The Department reserves the right to not make an appointment/fill the post. Candidates will be expected to be available for selection interviews on the date, time and place determined by the Department. Sedibeng District Health Services is committed to the pursuit of diversity and redress. Candidates whose appointment will promote representivity in terms of race and gender will receive preference. Late applications will not be entertained. Please Note: The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know.

CLOSING DATE : 14 May 2021
POST 15/50 : MEDICAL REGISTRAR REFS NO: SBAH 44/2021
Directorate: Paediatric
SALARY : R821 205 per annum plus benefits
CENTRE : Steve Biko Academic Hospital
REQUIREMENTS : MBCHB/MBBCH, FCP1. Registration as a medical practitioner with the HPCSA. Must have completed community service. Short courses e.g. ACLS, ATLS and life support strongly recommended. Primaries strong recommendation. After hour duties is a necessity.
DUTIES : Render clinical services and show academic progression and complete research dissertation within four-year contract. Service delivery: Patient care of all in-and outpatients in the department as per rotation. Consultations from and all departments of SBAH on registrar level. Supervision of all rotating pre-graduate students, interns and junior colleagues in clinical practice. Rotation to subspecialties and facilities accredited by university of Pretoria.
ENQUIRIES : Prof R Green: Tel No: (012) 354 5277/76
APPLICATIONS : Applications must be submitted with a Z83 form, certified copies of ID and certificate of qualifications to Steve Biko Academic Hospital, Private Bag x 169, Pretoria, 0001 or hand delivered to Cnr Malherbe & Steve Biko Road, Main Entrance at Level 3. Steve Biko Academic Hospital is committed to the pursuit of diversity and redress. Candidates whose appointment will promote representivity in terms of race, disability and gender will receive preference.

CLOSING DATE : 17 May 2021
POST 15/51 : SOCIAL WORKER MANAGER: GRADE 1 REFS NO: SBAH 45/2021
Directorate: Social Worker
SALARY : R794 889 per annum plus benefits
CENTRE : Steve Biko Academic Hospital
REQUIREMENTS : BA (Social Work). Registration with the South African Council for Social Service Professions (SACSSP) as a Social Worker plus ten (10) years appropriate experience in the social worker with the SACSSP of which five (5) years must be appropriate experience in social work management. Working in the hospital setting will be an added advantage. Knowledge and understanding of human behavior and social systems. The understanding and ability to ensure that supervisors provide social work services towards protecting those who are vulnerable, at risk and unable to protect themselves. Competencies needed: problem solving skills, management skills, Communication (Written and Verbal skills). Professional counselling skills, financial management skills.

**DUTIES:**
Provide a social work service of the highest, most advanced and specialized nature within (a) defined areas of specialization with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes in the partnership with stakeholders. Attend to any other matters that could result in, or stem from, social instability in any form. Facilitate the development and planning of programmes and interventions to render a social work service is delivered through the efficient, economical and effective utilization of financial resources. Manage of a social work unit to ensure that efficient and effective social work service is delivered through the efficient, economical and effective utilization of Human Resources: Ensure that the necessary personnel are recruited and retained within the budgetary constraints. Ensure sound employment relations. Quality control of the work delivered by subordinates. Manage the performance and conduct of subordinates and the social work unit. Ensure that subordinates are trained and develop to be able to deliver work of required standard efficiently and effectively through the utilization of, inter alia, knowledge management. This would include providing mentorship and guidance to subordinates to assist them to integrate theory and practice, and to develop appropriated skills. Establish, implement and maintain efficient and effective communication arrangements in the unit. The development and management of the strategic plan of the department and reporting on progress as required. Keep up to date with new developments in the work and management fields. This would, inter alia, entail the following: Monitor and study the human resource, financial and general management frameworks of the Public Service to stay abreast of the latest developments. Plan and ensure that social work research and development are undertaken. Undertake complex social work research.

**ENQUIRIES:**
Dr. B Ribeiro Tel No: (012) 354 3940

**APPLICATIONS:**
Applications must be submitted with a Z83 form, certified copies of ID and certificate of qualifications to Steve Biko Academic Hospital, Private Bag x 169, Pretoria, 0001 or hand delivered to Cnr Malherbe & Steve Biko Road, Main Entrance at Level 3. Steve Biko Academic Hospital is committed to the pursuit of diversity and redress. Candidates whose appointment will promote representivity in terms of race, disability and gender will receive preference.

**CLOSING DATE:**
17 May 2021

**POST 15/52**
OPERATIONAL MANAGER NURSING (SPECIALITY) REF NO: 18AVE/04/2021 (01 POST)
Directorate: Johanesburg Health District

**SALARY:**
R562 800 per annum Plus Benefits

**CENTRE:**
18th Avenue Clinic

**REQUIREMENTS:**
A Basic R425 Qualification (I.E. Diploma/ Degree in Nursing) Or Equivalent Qualification That Allows Registration with The SANC as Professional Nurse. Registration with SANC as Professional Nurse and Proof of Current Registration. A Post-Basic Nursing Qualification with Duration of at Least One Year, accredited with The SANC in One of the Specialties Referred to in The Glossary of Terms. A Minimum of 10 Years; Appropriate/ Recognizable Experience in Nursing after Registration as Professional Nurse with SANC in General Nursing. At Least 5 Years of The Period Referred to Above Must Be Appropriate/ Recognizable Experience in The Specific Specialty After Obtaining The 1 Year Post Basic Qualification in The Relevant Specialty. At Least 2 Years of The Period Referred to Above Must Be Appropriate/ Recognizable Experience at Management/Supervisory Level. (Less One Year from Experience for Candidates Appointed from Outside the Public Service after Complying with Registration Requirements). Financial Management and Human Resource Management; Leadership, Organizational, Decision Making and Problem Solving Skills; Sound Knowledge of Public Service Policies, Code of Conduct, Team Building and Policy Formulation. Computer Literacy.

**DUTIES:**
To Ensure That a Comprehensive Nursing Treatment and Care Service Is Delivered to Patients in A Cost Effective, Efficient and Equitable Manner by The Facility. To Ensure Compliance to Professional and Ethical Standards at All Times. Promote Quality of Nursing Care as Directed by The Professional
Scope of Practice and Standards as Determined by Relevant Health Facilities. Facilitate Provision of a Comprehensive Package of Service at PHC Level and Ensure that the Unit Adheres to The Principles of Batho Pele. Ensure Effective Implementation of Service and Quality Improvement Plans, Occupational Health and Safety as Well as Quality Assurance Programs Etc. Ensure Compliance with Clinical Protocols, Norms and Standards Within the Clinic. Adhere to National Core Standards and Ensure Effective Achievement on Ministerial Priorities, Ideal Clinic and Support PHC Re-Engineering Program Implementation. Ensure Management and Control of Human, Financial and Material Resources. Monitor Utilization of Budget to Ensure That the Clinic Functions Within the Allocated Budget. Supervise and Monitor Staff Performance in Accordance with Performance Management and Development System (PMDS); Develop and Implement Staff Training Plan. Attend to Grievances of Staff and Administer Discipline; And Ensure That Absenteeism and Abscondment of Staff Is Effectively Controlled. Ensure Submission of Monthly, Quarterly and Annual Reports. General Administration Duties and Management Soft Skills Is Mandatory.

ENQUIRIES:
Mrs Lombuso Matlala, Tel No: (082) 307 0267

APPLICATIONS:
should be emailed to JhbHealth.DistrictJobApplications@gauteng.gov.za. Please ensure that the reference number is quoted correctly. The recommended candidates will be subjected to positive results of the security clearance process (criminal records), the verification of educational qualifications certificates and medical assessments. Incomplete applications or applications received after closing date will not be considered. People With Disabilities Are Encouraged To Apply

NOTE:
The completed and signed z83 form should be accompanied by a recent updated CV as well as certified copies of all qualification and ID document (no copies of certified copies allowed. Certification should not be more than 6 months old.

CLOSING DATE:
14.May 2021

POST 15/53
ASSISTANT DIRECTOR: DIAGNOSTIC RADIOGRAPHY GRADE 1 REF: ASD: 2021-01 [X1 POST]
Directorate: Radiography/X-Ray Department

SALARY:
R517 326 – R574 158 per annum plus benefits

CENTRE:
Thele Mogoerane Regional Hospital

REQUIREMENT:
A recognized National Diploma or Bachelor's Degree in Diagnostic Radiography qualification that allows for required registration with the Health Professions Council of South Africa (HPCSA) as an independent practitioner. A minimum of eight (5) years appropriate experience in Diagnostic Radiography of which five (3) years must be of appropriate managerial/supervisory experience within academic and regional hospitals with experience in Radiographic Specialties and supervision of students within public sector. Proof of original HPCSA registration and current registration with the HPCSA as an independent practitioner. A post-graduate qualification in Management will be an added advantage. Computer literacy and associated software programs (such as PACS). Valid Driver's license. Knowledge of PFMA, Public Service legislations, Policies and Procedures. Knowledge of current DoH guidelines and Policies governing the Health Sector and Radiography profession. Knowledge of legal compliance requirements for the safe use of Hazardous substance in all spheres of Radiography and OHS Act. National Core Standards, Ideal Hospital Realization Framework Tool and Quality Assurance program. Knowledge and experience of Supply Chain Management Processes, Finance management and Human Resource issues. Computer skills, excellent time management skills, written and verbal business skills, report writing and presentation skills, be proactive and initiative in problem solving and decision making. Must demonstrate honesty, integrity, high work ethic and ability to work independently and in a team. Good interpersonal skills, strategic planning and leadership skills.

DUTIES:
Manage the Radiography services within the hospital. Assist and support the Radiography staff at all departments in Thelle Mogoerane Hospital. Develop and monitor implementation of relevant policies and guidelines. Conduct training needs. Attend internal and external meetings and give feedback on new developments. Ensure strategic communication with the Allied Manager. Conduct Quality Assurance assessments and ensure compliance to safety regulations and quality assurance for Radiography, accreditation standards,
equipment. Drive innovation and integration of services across all levels of care participating in forums within hospital. Foster partnership with HPSCA, SAHPRA & other relevant statutory bodies for service delivery efficiency and patient safety. Monitor the Radiation Compliance rate continuously. Work with HR for training related matters. Coordinate the tender processes for procurement of Radiography equipment. Coordinate and facilitate the recruitment process of the Radiography staff in the department. Perform ad-hoc duties allocated by management team. Must be a team player within the Hospital, District and other stakeholders. Ensure recommended maintenance of the X-Ray equipment in the department. Conduct and attend relevant meetings and trainings as prescribed. Ensure that prescribed SAHPRA Quality Assurance protocols are adhered to. Management of allocated Human, Physical and Financial Resources in the department. Liaise Radiography service related issues with other stakeholders (internal and external). Ensure timely submission of monthly cost centre reports, budget expenditure and performance report to the relevant authorities.

ENQUIRIES : D.D Chauke Tel No: (011) 891 7298
APPLICATIONS : Applications should be submitted to Thelle Mogoerane Regional Hospital, 12390 Nguza Street, ext. 14, Vosloorus, 1475, 1st Floor HR reception (Steel Cabinets) and sign in the register book or post to Private Bag X01, Alrode, 1451.

NOTE : The appointed employee will be subjected to Personnel Suitability Check (PSC), (OHS) Medical surveillances required in the HBA at no cost. Applications must be filled on a new Z83 form accompanied by a comprehensive CV highlighting or stating the requirements mentioned above and certified copies of ID and qualifications (not older than 6 months). Applicants must indicate the post reference number on their applications. Failure to submit the required documents will result in the application not being considered. Qualifications of candidates recommended for appointment will be verified. Persons in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Candidates will be subjected to security screening and vetting process: criminal clearance, citizenship, credit records. Applications received after closing date will not be accepted. The Department reserves the right not to make an appointment/fill the post. Thelle Mogoerane Regional Hospital is committed to the pursuit of diversity and redress. Candidates whose appointment will promote representivity in terms of race, disability and gender will receive preference. Please Note: The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know.

CLOSING DATE : 14 May 2021

POST 15/54 : OPERATIONAL MANAGER NURSING GRADE 1 GENERAL UNIT REFS NO: SBAH 46/2021
Directorate: Out Patients Department

SALARY : R444 276 per annum plus benefits
CENTRE : Steve Biko Academic Hospital
REQUIREMENTS : Grade 12. Basic qualification accredited with the South African Nursing Council in terms of Government Notice 425, I.e. Diploma/Degree in Nursing as a Professional Nurse. A minimum of 7 (seven) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the South African Nursing Council in General Nursing. Diploma/Degree in Nursing Management will be an added advantage. Verified proof of experience. Strong leadership, good communication and sound interpersonal experience. Strong leadership, Good communication and sound interpersonal skills are necessary. Computer literate. Service certificates compulsory. South African Nursing Council annual practicing certificate. Valid driver’s licence.

DUTIES : Supervise and ensure the provision of effective and efficient patient care through adequate nursing care. Co-ordinate and monitor the implementation of the nursing care plan and the evaluation thereof. Provide relevant health information to health care users to assist in achieving optimal health care and rehabilitation of patients. Maintain constructive working relationships with nursing and other stake holders i.e. inter-personal, inter-sectoral, and multi-disciplinary teamwork. Participate in the analysis, formation and implementation of nursing guidelines, practices, standards and procedures. Manage and monitor proper utilization of human, financial and physical
resource. Maintain professional growth/ethical standards and development of self and subordinates.

ENQUIRIES: Mrs.AM Mowayo: Tel No: (012) 354 1300
APPLICANTIONS: Applications must be submitted with a Z83 form, certified copies of ID and certificate of qualifications to Steve Biko Academic Hospital, Private Bag x 169, Pretoria, 0001 or hand delivered to Cnr Malherbe & Steve Biko Road, Main Entrance at Level 3. Steve Biko Academic Hospital is committed to the pursuit of diversity and redress. Candidates whose appointment will promote representivity in terms of race, disability and gender will receive preference.

CLOSING DATE: 17 May 2021

POST 15/55: CLINICAL PROGRAMME COORDINATOR GRADE 1 (QUALITY ASSURANCE) REF NO: EHD2021/05/01
Directorate: PHC

SALARY: R444 276 – R500 031 per annum (plus benefits)
CENTRE: Ekurhuleni Health District (NSDR)
REQUIREMENTS: Basic qualification accredited with SANC in terms of Government Notice No. R425, qualification i.e. Diploma/ Degree in Nursing. A minimum of 7 years appropriate recognizable experience in Nursing after registration as a Professional Nurse. A valid driver’s license (attach copy). Knowledge of Quality Assurance, Ideal Clinic and clinic accreditation process knowledge of the National Core Standards for Health Establishment. Computer literacy. Proof of current registration with SANC. Good communication and presentation skills.

DUTIES: The incumbent is needed to plan, implement, evaluate, maintain control and coordinate quality assurance in the Northern Sub-District. Prepare for and partake in Peer Review evaluations. Monitor the availability and equitable distribution of essential equipment in all facilities. Establish and sustain a quality assurance task team for the district to drive innovative and to plan strategies to improve the quality of Health Care Services E.g. Ideal clinic and National Core Standards. Monitor the availability of Policies and guidelines for the PHC programmes in all health facilities. Implementation and adherence to clinic Supervisory Manual guideline. Plan and facilitate the implementation of In-dept Programme review workshop. Implementation of an effective and functional complaints system and monitor corrective strategies. Monitoring of client satisfaction routinely, monitor adverse events and implement client satisfaction questionnaire. Coordinate the conducting of client survey. Advocate for the rights of client in the Health Care System. Participate in multi-disciplinary Quality Assurance Task Team of various levels. Assist clinics and CHC with the implementation of Batho Pele Principles. Utilize Quality Assurance and Risk Management Strategies to create and maintain a safe environment for health delivery. Ensure timeous submission of patient safety incidence reports. Manage submissions for Awards. Provide ongoing feedback to top management. Address shortcomings and ensure timeous intervention of noncompliance to the set standards. Generates reports and maintain records of quality assessment. Perform any other duties delegated by the supervisor.

ENQUIRIES: Ms. G.S Mateza Tel No: (011) 565 5160
APPLICANTIONS: Applications to be sent to Ekurhuleni Health District, Hand Post and other means of posting, deliver to 40 Catlin Street Germiston 1400 or Private Bag X1005 Germiston 1400.
FOR ATTENTION: Human Resource Manager
NOTE: For S&T claims and resettlement allowance will be paid. Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. Documents to be attached is certified ID document, certified copies of qualification/s including matric, certified and relevant council registration certificate and proof of current registration (Where applicable). Relevant service certificates, certified driver’s license. Failure to submit all the requested documents will result in the application not being considered. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration.
CLOSING DATE : 14 May 2021

POST 15/56 : CLINICAL PROGRAMME COORDINATOR GRADE 1 (WBPHC) REF NO: EHD2021/05/02

Re-advertisement Applicants who previously applied are advised to re-apply as their previous applications will not be considered

Directorate: PHC

SALARY : R444 276 - R500 031 per annum (plus benefits)

CENTRE : Ekurhuleni Health District (NSDR)

REQUIREMENTS : Basic qualification accredited with SANC in terms of Government notice 425 (i.e. Diploma/Degree in Nursing) or equivalent that allows registration with South African Nursing Council as a Professional Nurse. Evidence of current registration with SANC. A minimum of 7 years appropriate/recognisable experience in Nursing after registration as a Professional Nurse with the SANC in General Nursing. Computer literacy and a valid driver’s licence is essential. Supervisory experience, good communication, presentation, and report writing skills. Knowledge and application of Batho Pele Principles. Good organizational and analytical skills. Ability to work independently in a team and under pressure. Clinical skills and assessment will be an added advantage. Flexibility and good interpersonal relationship with colleagues and stakeholders.

DUTIES : Provide leadership to Ward Based Community Health Care teams at Sub District level. Training Community Health Care Workers and team leaders. Overseeing all Outreach Teams in the Sub District. Supervise and guide team leaders. Stakeholder consultation, liaising with facility managers and Sub-District Managers and School Health Coordinators. Collating monthly statistics and do Sub-District reports and monitoring and evaluation of team activities. Perform any functions as delegated by the supervisor.

ENQUIRIES : Ms G.S Mateza Tel No: (011) 565 -5160

APPLICATIONS : Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 at Ground Floor or posted to The Human Resource Manager, Private Bag X1005, Germiston 1400.

NOTE : No S&T claims and resettlement allowance will be paid. Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. Documents to be attached is certified ID document, certified copies of qualification/s including matric, certified and relevant council registration certificate and proof of current registration (Where applicable). Relevant service certificates, certified driver’s license. Failure to submit all the requested documents will result in the application not being considered. If you have not been contacted within six (6) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration.

CLOSING DATE : 14 May 2021

POST 15/57 : CLINICAL PROGRAMME COORDINATOR GRADE 1 (MCWH) REF NO: EHD2021/05/03

Directorate: PHC

SALARY : R444 276 – R500 031 per annum (plus benefits)

CENTRE : Ekurhuleni Health District (NSDR)

REQUIREMENTS : Basic qualification accredited with SANC in terms of Government Notice No. R425. qualification, i.e. Diploma/ Degree in Nursing. A minimum of 7 years appropriate recognizable experience in Nursing after registration as a Professional Nurse and midwife. Computer literacy. Good communication, supervisory and report writing skills. Ability to work independently in a team and under pressure. Good organizational and analytical skills. A valid driver’s license. Flexibility Good interpersonal relationship and communication skills with colleagues. Evidence of current registration with SANC. Supervisory experience will be an added advantage.
**DUTIES**: Apply Coordinate implementation of Quality Assurance programmes guidelines, protocols, norms and standards in MCWH. Provide professional and technical support for the provision of quality Maternal and Child Health Services through proper management of the programme. Support facilities in the preparation for accreditation and implementation of MBFI strategy. Establish, maintain and participate in inter-professional and multidisciplinary teamwork that promotes effective and efficient health care. Perform all other duties that are delegated by Supervisor/ Manager.

**ENQUIRIES**: Ms GS Mateza Tel No: (011) 565 1560

**APPLICATIONS**: Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 at Ground Floor or posted to The Human Resource Manager, Private Bag X1005, Germiston 1400.

**NOTE**: No S&T claims and resettlement allowance will be paid. Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. Documents to be attached is certified ID document, certified copies of qualification/s including matric, certified and relevant council registration certificate and proof of current registration (Where applicable). Relevant service certificates, certified driver’s license. Failure to submit all the requested documents will result in the application not being considered. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration.

**CLOSING DATE**: 14 May 2021

**POST 15/58**: PROFESSIONAL NURSE (SPECIALITY- PSYCHIATRY) REF NO: HRM 10/21

Directorate: Nursing Services

**SALARY**: R383 226 – R444 276 per annum (PNB1) plus benefits

**CENTRE**: Sterkfontein Psychiatric Hospital

**REQUIREMENTS**: Grade 12, Basic R425 qualification (i.e. Diploma/ Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Must have a post- basic Nursing qualification in Psychiatric Nursing Science, with a duration of at least one (1) year, accredited with SANC or Degree in Advanced Psychiatric Nursing. A minimum of 4 years appropriate/ recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. Good communication and interpersonal skills, collaborative, creative, innovative and emotional intelligence skills. Proof of Current Registration (2021) with SANC. Computer literacy, Driver’s license and experience in Psychiatry will be an added advantage.

**DUTIES**: Provision of comprehensive/ complex/ Advanced Nursing treatment and care to Nursing Services within the designated specialty unit, in a cost effective, efficient and equitable manner. Manage crisis, be able to manage complex problems. Implement Advanced Psychiatric Nursing rehabilitative therapeutic programs. Will be a shift leader that is responsible for planning, organizing, coordinating and Supervising whilst ensuring that all quality patient care standards are implemented. Promoting professionalism and leading by example at all times. Demonstrate effective communication with patients, Supervisors and other clinicians including report-writing when required. Understanding and implementation of the Nursing Legislation including Nursing Strategy, ethical nursing practices and Ideal Hospital Framework. Manage Patients Safety Incidents and staff Incidents. Knowledge of Batho- Pele principles, Patient’s right charter. Should possess proven Change Management, Presentation and Leadership skills. Expected to serve in Hospital Committees to achieve Hospital goals and act in the capacity of Operational Manager when delegated to do so.

**ENQUIRIES**: Ms. M. Sono Tel No: (011) 951 8202

**APPLICATIONS**: Applications must be submitted with a Z83, CV, certified copies of I.D and qualifications to Sterkfontein Psychiatric Hospital, Private Bag x2010, Krugersdorp, 1740 or hand delivered to the application box at the entrance.
NOTE: Sterkfontein Hospital is committed to the pursuit of diversity, redress and will promote representation in terms of race, disability and gender. Suitable candidate will be subjected to personnel suitability checks (criminal record check, citizen verification, qualification/study verification and previous employment verification. Suitable candidates will also be subjected to security clearance process. Suitable candidates will undergo medical surveillance.

CLOSING DATE: 14 May 2021 Time: 12H00

POST 15/59: PROFESSIONAL NURSE SPECIALTY REF NO: JUB08/2021 (01 POST)
Directorate: Nursing

SALARY: R383 226 - R579 696 per annum
CENTRE: Jubilee District Hospital
REQUIREMENTS: Basic R425 qualification (i.e. Diploma/Degree in nursing) or equivalent qualification that allows registration with SANC as a Professional nurse. A post basic qualification with a duration of at least one year accredited with SANC in Advanced Psychiatric Nursing Science. A minimum of 4 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing. Current registration with SANC. Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks such as Nursing Act, Health Act, OHS Act.

DUTIES: Provide direction and supervision for the implementation of the nursing plan (clinical practice /qualify patient care). Implement standards, practices, criteria and indicators for quality nursing. 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. Coordinate the provision of specialized care.

ENQUIRIES: MR J.K Modige Tel No: (012) 717 9358
APPLICATION: documents must be submitted to Jubilee District Hospital Human Resource Department Private Bag x449 Hammanskraal 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital.

NOTE: Applications must be submitted on form Z83 (obtainable from any Public Service department) and must be completed in full and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on your Z.83. A recent, comprehensive CV, specifying all qualifications and experience, with respective dates and certified copies of qualifications, SANC receipt and ID must be attached. Short-listed candidates must be available for interviews at a date and time determined by Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.

CLOSING DATE: 14 May 2021 Time: 13H00

POST 15/60: DIETICIAN PRODUCTION GRADE 1 SESSIONAL REF NO: HRM/2021/04/16 (X2 POSTS)
Directorate: Allied Department

SALARY: R317 976 - R532 959 per annum (ODS Grading)
CENTRE: Mamelodi Regional Hospital
REQUIREMENTS: The candidate must be a qualified Dietician, currently registered with HPCCSA as Dietician, candidate must have qualifications B Nutrition or BSc. Dietetic degree finished one-year community service Dietetics. The candidate must be able to demonstrate a good clinical knowledge in human nutrition and associated therapeutic nutrition and food service management intervention. The candidate must have good professional attitude/ conduct, good communication skills, teamwork and good professional ethics and be able to work under pressure.

DUTIES: To render optimum nutrition and manage the MBFHI including hospital milk room and milk bank. The candidate should be able to render optimum nutrition to in and out patients in all units, to ensure training and education for all categories of health professionals as well as dietetics students training, health
promotion: implementation and coordination of health days, and also be able to perform therapeutic management duties, coordinate clinical nutrition and food service management, order feeds, to do other duties assigned by departmental manager, implement and monitor quality assurance and national core standards. Administrative accountability through keeping statistics and effective recordkeeping as prescribed. Must be able to function in a multidisciplinary team and adhering to the public finance management Act. The Dietician will be also be working or managing the milk room also as part of his/her duties and any other assigned by departmental manager.

ENQUIRIES
APPLICATIONS
should be submitted at Mamelodi Regional Hospital, Human Resource Department, 19472 Serapeng Street Tsamaya Road Mamelodi

NOTE
The department of health is committed to the achievement and maintenance of diversity and equity employment, especially of race, gender and disability. Application must be submitted on New Z83 form with a C.V certified copies of ID, and qualifications are not longer than 6 months. Notes: Suitable candidates will be subjected to personnel suitability checks (criminal record check, citizenship verification, qualification/study verification and employment verification) successful candidates will also be subjected to security clearance processes.

CLOSING DATE
21 May 2021

POST 15/61

ENQUIRIES
APPLICATIONS

NOTE
ENQUIRIES
APPLICATIONS

NOTE
CLOSING DATE
21 May 2021

POST 15/62

ENQUIRIES
APPLICATIONS

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CLOSING DATE
21 May 2021

POST 15/62

ENQUIRIES
APPLICATIONS

NOTE

Practitioner independent. A minimum of 1-year appropriate experience in Environmental Health and Knowledge and experience with District health services Good communication skills (verbal and written), computer skills (e.g. Microsoft Office), good interpersonal skills. Ability to work in a team, in changing environment and under pressure. Good financial management skills and knowledge of PFMA. Must have a valid driver’s licence. Note: Driver’s test will be done.

DUTIES: Compliance to Hazardous Substances Act and Regulations and improve the quality of life of employees and community. Ensure proper handling and monitoring of Health Care Risk Waste. Improve the health status of premises compliance with set norms and standards. Compile District Health in formation data to the next level. Malaria control and Environmental Pollution control. Conduct Occupational Health and Safety including risk Assessment within Ekurhuleni Health District. Participate in Outbreak Response activities. Monitor Environmental Health indicators and produce quality reports for the district. Ensure implementation of National Health Insurance in Ekurhuleni Health District. Participate in planning, implementation, monitoring and evaluation of the programme according to prescribed policies, protocols and guidelines. Conduct risk Assessment audits in the facilities. Facilitate research and development of Environmental Health programme. Collaborate with relevant programmes, departments and stakeholders for Environmental Health activities. Ensure implementation of Climate Change Strategies. Provide support to District Environmental Health Manager and Chief Environmental Health Practitioner on other related activities. Execute other tasks/duties delegated by the District Environmental Health Manager / Supervisor.

ENQUIRIES: Ms. C. Moumakwe Tel No: (082) 4977147
APPLICATIONS: Applications to be sent to Ekurhuleni Health District, Hand Post and other means of posting, delivery to 40 Catlin Street Germiston 1400 or Private Bag X1005 Germiston 1400.
FOR ATTENTION: Human Resource Manager
NOTE: No S&T claims and resettlement allowance will be paid. Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. Documents to be attached is certified ID document, certified copies of qualification/s including matric, certified and relevant council registration certificate and proof of current registration (Where applicable). Relevant service certificates, certified driver’s license. Failure to submit all the requested documents will result in the application not being considered. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration.

POST 15/63: MEDICAL TECHNOLOGIST GRADE 1 – GRADE 3 REF NO: EHD2021/05/04
(3 POSTS)
Directorate: Laboratory and Blood Services (Contract till 31 March 2022)

SALARY:
Grade 1: R317 976 – R361 872 per annum (Plus benefits)
Grade 2: R372 810 – R426 291 per annum (Plus benefits)
Grade 3: R439 164 – R532 959 per annum (Plus benefits)

CENTRE: Ekurhuleni Health District
REQUIREMENTS: Appropriate qualification (degree) National Diploma/B. Tech Degree in Medical Technology that allows for the required registration with the Health Professions Council of South Africa (HPCSA) in the relevant profession as a Medical Technology. Grade 1: Less than 10 years relevant experience after registration with the HPCSA as a Medical Technologist. Grade 2: At least 10 years, but less than 20 years relevant experience after registration with the HPCSA as a Medical Technologist. Grade 3: 20 years and more relevant experience after registration with the HPCSA as a Medical Technologist. A valid driver’s license.
is essential. Three (3) to six (6) years and knowledge relevant laboratory processes and procedures. Good communication skills, computer literacy and knowledge of relevant policies, protocols, and guidelines. Report writing skills and problem-solving skills, Valid driver’s license. Must be proactive, innovative, and independent team leader.

**DUTIES**
Render Laboratory and Blood services in the allocated area of responsibility in the Sub-district that complies with the standards and norms of the Gauteng Department of Health. Provide Coordination of Laboratory and blood Services management and implement and contribute to the proper rationale use of laboratory and blood services. Manage the risks involved in rendering laboratory services to Primary Health Care (PHC) facilities in Ekurhuleni Health District. Compile monthly reports on laboratory and blood services and perform other administrative duties as delegated by the supervisor. Establish good working relationship with other stakeholders within the District i.e., TB programme NGO’s/Development Partners, HAST program, Mother, Child, and Women Program, NCD, Outbreak response Committee and Family Medicine Unit. Manage and distribute COVID-19 stock to facilities. Implement quality assurance policies and develop appropriate quality improvement plan for the laboratory and blood services unit. Ensure adherence to government policies and protocols. Monitor implementation of Point of Care Testing (POCT). Manage stock, manage laboratory results at PHC facilities and monitor ELABS programme in the Sub District.

**ENQUIRIES**
Ms. F. Nonyane Tel No: (082) 558 3483

**APPLICATIONS**
Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 at Ground Floor or posted to The Human Resource Manager, Private Bag X1005, Germiston 1400.

**NOTE**
No S&T claims and resettlement allowance will be paid. Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. Documents to be attached is certified ID document, certified copies of qualification/s including matric, certified and relevant council registration certificate and proof of current registration (Where applicable). Relevant service certificates, certified driver's license. Failure to submit all the requested documents will result in the application not being considered. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration.

**CLOSING DATE**
14 May 2021

**POST 15/64**
PROFESSIONAL NURSE PNA 2 GRADE 1 REF NO: HRM/2020/04/17 (X8 POSTS)

**SALARY**
R256 905 - R297 825 per annum (OSD Grading)

**CENTRE**
Mamelodi Regional Hospital

**REQUIREMENTS**
National Senior Certificate and Basics R425 (i.e. Diploma/ Degree in Nursing or equivalent qualification as per OSD that allows registration with the SANC as a Professional Nurse (General/ Psychiatry/ Midwifery and community) Registration with SANC as a Professional Nurse and proof of current registration.

**DUTIES**
provision of high-quality Psychiatric Nursing Care that is holistic and patient centred. Ensuring that nursing care provided is within the scope of practice of nurses and the legal framework. Maintain a professional and ethical practice as well as an enabling environment for ethical practice maintain a constructive working relationship with nursing and other stakeholders. Participate in management and utilize physical, financial and human resources to fulfil operational and developmental functions in accordance with legislation and policies. Participate in research, training of staff, students, personal development and CPD (Continuing Professional Development). Ensure compliance with six key priorities.

**ENQUIRIES**
Mr. MJ Letswane Tel No: (012) 841 8392/8300
APPLICATIONS: Should be submitted at Mamelodi Regional Hospital, Human Resource Department, 19472 Serapeng Street Tsamaya Road, Mamelodi.

NOTE: The department of health is committed to the achievement and maintenance of diversity and equity employment, especially of race, gender and disability. Application must be submitted on New Z83 form with a C.V. certified copies of ID, and qualifications not longer than 6 months. Notes: Suitable candidates will be subjected to personnel suitability checks (criminal record check, citizenship verification, qualification/study verification and employment verification). Successful candidates will also be subjected to security clearance processes.

CLOSING DATE: 21 May 2021

POST 15/65: PROFESSIONAL NURSE (GENERAL NURSING) REF NO: HRM 9/21

Directorate: Nursing Services

SALARY: R256 905 - R297 825, plus benefits. Based on Experience according to OSD.

CENTRE: Sterkfontein Psychiatric Hospital

REQUIREMENTS: Grade 12, Basic R425/ R880 qualification (i.e. Diploma/ Degree in Nursing) or equivalent qualification that allows Registration with the SANC as a Professional Nurse in General Nursing. Must have a basic qualification in Psychiatric Nursing Science. Knowledge of Mental Health Care Act, Criminal Procedure Act and Child Justice Act. Proof of Current Registration (2021) with SANC. Computer literacy and Driver's license will be an added advantage. Presentation and Leadership skills, Problem Solving, Stress Tolerance and Self-confidence. Innovative, creative, emotional intelligence and Project Management skills.

DUTIES: Provision of optimal, holistic, Nursing care with set standard and within a Profession/Legal Framework. Provision of treatment and care to Patients within Psychiatric unit, in a cost effective, efficient and equitable manner. Implement psychiatric groups in the unit. Will be a shift leader that is responsible for planning, organizing, coordinating and Supervising whilst ensuring that all quality patient care standards are implemented. Promoting professionalism and leading by example at all times. Apply effective communication with patients, Supervisors and other clinicians including report-writing when required. Understanding and implementation of nursing legislation including Nursing Strategy and Ethical Nursing Practices. Knowledge of Batho-Pele principles, Relevant Legislations, Regulation, Policies, Patient’s right Charter and Ideal hospital framework. Do presentations, manage problems and Patients Safety Incidents in the unit. Expected to serve in Hospital Committees to achieve Hospital goals and act in the capacity of Operational Manager when delegated to do so.

ENQUIRIES: Ms. M. Sono Tel No: (011) 951 8202

APPLICATIONS: Applications must be submitted with a Z83, CV, certified copies of I.D and qualifications to Sterkfontein Psychiatric Hospital, Private Bag x2010, Krugersdorp, 1740 or hand delivered to the application box at the entrance. Suitable candidate will be subjected to personnel suitability checks (criminal record check, citizen verification, qualification/study verification and previous employment verification. Suitable candidates will also be subjected to security clearance process. Suitable candidates will undergo medical surveillance.

NOTE: Sterkfontein Hospital is committed to the pursuit of diversity, redress and will promote representation in terms of race, disability and gender.

CLOSING DATE: 14 May 2021 Time: 12H00

POST 15/66: CHIEF SECURITY OFFICER REF NO: HRM 8/21 (1 POST)

Directorate: Security Services

SALARY: R257 508 – R303 339 per annum (Level 7) (Plus Benefits)

CENTRE: Sterkfontein Hospital

REQUIREMENTS: Grade 12, with 3 years’ experience as a Senior Security Officer and A Diploma in Security Management or policing, or Grade 12 with 5 years’ experience as a Senior Security Officer. Grade A valid PSIRA certificate. A valid driver’s license. Knowledge of firearm control Act, controlled Access to public premises and Vehicles Act, Trespass Act. Skills in dealing with the public. Knowledge of control room. Ability to communicate well with people at different levels and from different background. High level of reliability and ability to handle confidential information. Sound, verbal and written communication skills. Ability to act with tact and discretion. Good telephone etiquette and interpersonal skills. Must be able to work under pressure, take initiative and work...
independently and with a team and have good report writing skills. Ability to organize and plan. Must be prepared to rotate and work shifts which include weekends, night and day shift and public holidays. Should not have a criminal record. Applicants should be prepared to undergo medical surveillance as inherent job requirement. Should have knowledge and be able to apply Batho Pele principles, six key ministerial priorities, patient' rights charter and other key priorities impacting on service delivery.

**DUTIES**
- Protect State properties, Employees, Visitors and patients in the Hospital.
- Manage both in-house and contract security. Develop Security SOPS and Policies. Train staff members on Security related matters. Attend meetings and give feedback. Manage access control and searching of vehicles and pedestrians. Train Security Officers on how to operate and maintain security equipment. Report security breaches and defects verbally and in writing. Write statements and be able to testify in courts. Write and submit reports to the Supervisor within stipulated time frame. Implement-Security Policies and other prescripts. Perform other duties as allocated by the Supervisor. Be willing to undergo continuous training and development programmes. Comply with the Performance Management and Development System (Contracting, quarterly reviews and financial assessment)

**ENQUIRIES**
- Mr. E.M. Mangwane, Tel. No: (011) 951-8392/98

**APPLICATIONS**
- Applications must be submitted with a Z83, CV, certified copies of ID and Qualifications to Sterkfontein Hospital, Private Bag X2010, Krugersdorp, 1740, or hand delivered to the application box at the entrance. Suitable candidate will be subjected to personnel suitability checks (criminal record check, citizen verification, qualification/ study verification and previous employer verification) suitable candidates will also be subjected to security clearance process.

**NOTE**
- Sterkfontein Hospital is committed to the pursuit of diversity, redress and will promote representation in terms of race, disability and gender.

**CLOSING DATE**
- 14 May 2021 Time: 12H00

**POST 15/67**
- **ADMIN OFFICER (MORTUARY SERVICES) REF NO: JUB11/2021**
- Directorate: Admin & Logistics
- **SALARY**
  - R257 508 per annum
- **CENTRE**
  - Jubilee District Hospital
- **REQUIREMENTS**
  - Grade 12 or equivalent qualifications. Two years' experience in Mortuary or portering services as a team leader. National diploma in Public management or office management with one year experience in mortuary services will be added advantage. A valid driving license. Leadership skills, analyzed skills. Report writing skills. Computer literacy (certificate). Presentation skills Knowledge of PFMA, Basic conditions of employment Act.
  - Develop monthly duty roster for staff members both Porters and Mortuary Attendants. Ensure proper control of storage /removal and transportation of corpses. Ensure that contracts and job description of staff members are developed and signed. Well maintained staff attendance register. Leave management. Ensure that protective clothing, Personal Protective Equipment, Working tools, Cleaning detergents and stationery are available in sufficient quantities at all times. Ensure that Mortuary and Porter services are rendered in compliance with National Core Standards. Submit daily, weekly and monthly Mortuary reports to the manager. Participate in project aimed at Quality Improvement .Perform other duties delegated by the supervisor.

**ENQUIRIES**
- Mr T. T Makhudu Tel No: (012) 717 9385

**APPLICATION**
- documents must be submitted to Jubilee District Hospital Human Resource Department Private Bag x449.Hammanskraal 0400 or hand delivered to Stand No. 92 Jubilee Road, Temba, Jubilee District Hospital.

**NOTE**
- Applications must be submitted on form Z83 (obtainable from any Public Service department) and must be completed in full and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on your Z.83. A recent, comprehensive CV, specifying all qualifications and experience, with respective dates and certified copies of qualifications and ID must be attached. General information: Short-listed candidates must be available for interviews at a date and time determine by the Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.
CLOSING DATE: 14 May 2021 Time: 13H00

POST 15/68: ADMIN CLERK REF NO: JUB10/2021 (02 POST)
Directorate: Admin & Logistics

SALARY: R173 703. per annum
CENTRE: Jubilee District Hospital
REQUIREMENTS: Grade 12 or equivalent qualification. At least one year experience in patient affairs. Computer literacy (certificate). Good verbal communication and interpersonal skills. Motivated and willingness to work under pressure, must be willing to work shifts, Weakness and public holiday. Be able to work as a team.

DUTIES: Admission and discharge of Patients on PAAB and manual. Completion of GPF3.4 and 5 forms. Reclassification of patients according to UPFS. Assisting in other unit of patient affairs when the need arises and ensuring that working materials and equipment’s are available. Be prepared to rotate within the scope of work. Compile weekly and monthly statistics. Perform other duties developed by the superior. Capturing of data on TPH31A and TPH31. Completion of GPR01 during downtime and updating electronic downtime information at the end of every shift. The incumbent will be rotated between patient admin and the wards. Ordering of stationary.

ENQUIRIES: MS Makuwa M Tel No: (012) 717 9378
APPLICATIONS: documents must be submitted to Jubilee District Hospital Human Resource Department Private Bag x449, Hammanskraal 0400 or hand delivered to Stand No. 92 Jubilee Road, Temba, Jubilee District Hospital.

NOTE: Applications must be submitted on form Z83 (obtainable from any Public Service department) and must be completed in full and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on your Z83. A recent, comprehensive CV, specifying all qualifications and experience, with respective dates and certified copies of qualifications and ID must be attached. General information: Short-listed candidates must be available for interviews at a date and time determine by the Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.

CLOSING DATE: 14 May 2021 Time: 13H00

POST 15/69: DRIVER REF NO: SBAH 47/2021
Directorate: Administration & Logistics

SALARY: R145 281 per annum plus benefits
CENTRE: Steve Biko Academic Hospital
REQUIREMENTS: Minimum Grade 10 or equivalent with 2 years’ experience in driving. A valid code 10 driver’s licence and a professional drivers permit (PDP). Good communication skills (Verbal Written), problem solving skills and knowledge of transport policy. Ability to read road maps, able to work in a team, committed and have good customer care attitude. Must be prepared to work shifts and under pressure.

DUTIES: Transportation of patients, staff and goods. Daily inspection of allocated government vehicles. Report accidents and identify defects (Minor/Major) to the supervisor. Completion of trip authorities and log books as prescribed by legislation before undertaking any trip. Take vehicles for licensing and servicing. Safe keeping of service books of vehicles and other accessories. Keep vehicles clean and in good condition.

ENQUIRIES: Mr. MF Monama: Tel No: (012) 354 1421
APPLICATIONS: Applications must be submitted with a Z83 form, certified copies of ID and certificate of qualifications to Steve Biko Academic Hospital, Private Bag x169, Pretoria, 0001 or hand delivered to Cnr Malherbe & Steve Biko Road, Main Entrance at Level 3. Steve Biko Academic Hospital is committed to the pursuit of diversity and redress. Candidates whose appointment will promote representivity in terms of race, disability and gender will receive preference.

CLOSING DATE: 17 May 2021
POST 15/70: PROFESSIONAL NURSE GRADE 1 – GRADE 3 (SESSION) REF NO: EHD2021/05/06 (4 POSTS)
(Contract till 31 March 2022)
Re-Advertisement Applicants who previously applied are advised to re-apply as their previous applications will not be considered
Directorate: Quality Assurance

SALARY:
- Grade 1: R170.00 per hour
- Grade 2: R209.00 per hour
- Grade 3: R253.00 per hour

CENTRE:
Ekurhuleni Health District

REQUIREMENTS:
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 and Midwife. Registration with the SANC as Professional Nurse and proof of current registration. Experience in Quality Assurance inspectorate will be an added advantage. Knowledge of OHSC, Core Standards, Ideal clinics and hospitals Realization and maintenance baseline status determination of Health Establishments model. **Grade 1**: Less than 10 years relevant experience after registration as a Professional Nurse with the SANC in General Nursing. **Grade 2**: At least 10 years, but less than 20 years relevant experience after registration as a Professional Nurse. **Grade 3**: 20 years and more relevant experience after registration as a professional Nurse. Computer literacy and Driver’s licence is essential.

DUTIES:
Monitoring and evaluation of government hospitals and clinics on the National Core Standards and ideal clinics Realisation model. Managing training and retraining of facility staff on new developments related to the National Core Standards. Preparing health care facilities for audits that will be conducted by the National Department of Health. Carry out inspections/audits and re-inspections. Assisting with the development of policies, standard operational procedures and protocols. Assisting hospitals and clinics with the development and implementation of quality improvement plans. Continuous monitoring and evaluation of the implementation of Quality Improvement plans. Complete inspection reports and recommendation.

ENQUIRIES:
Ms B. Peloagae Tel No: (011) 878 8545/066 582 5954

APPLICATIONS:
Applications to be sent to Ekurhuleni Health District, Hand Post and other means of posting, delivery to 40 Catlin Street Germiston 1400 or Private Bag X1005 Germiston 1400.

FOR ATTENTION:
Human Resource Manager

NOTE:
No S&T claims and resettlement allowance will be paid. Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. Documents to be attached is certified ID document, certified copies of qualification/s including matric, certified and relevant council registration certificate and proof of current registration (Where applicable). Relevant service certificates, certified driver’s license. Failure to submit all the requested documents will result in the application not being considered. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration.

CLOSING DATE:
14 May 2021

GAUTENG DEPARTMENT OF HUMAN SETTLEMENTS (GDHS)

CLOSING DATE:
21 May 2021 No late applications will be considered.

NOTE:
Requirement of applications: No late applications will be considered. No faxed or emailed applications will be accepted. People with disabilities are encouraged to apply. It is our intention to promote representivity (race, gender and disability) in the Public Service through the filling of these posts. It is the applicant’s responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Applications should be submitted strictly online at http://professionaljobcentre.gpg.gov.za and it should be accompanied by a Z83, comprehensive Curriculum Vitae (CV) as well as
certified copies of qualifications, Identity and valid driver's license (where
driving/travelling is an inherent requirement of the job). Correspondence will
only be limited to shortlisted candidates. If you have not been contacted within
3 months of the closing date of this advertisement, please accept that your
application was unsuccessful. Following the interview and exercise, the
selection panel will recommend candidates to attend a generic management
competency assessment (in compliance with the DPSA Directive on the
implementation of competency based assessments). The competency
assessment will be testing generic management and development for SMS
posts. The Department reserves the right not to make appointment(s) to the
advertised post(s).

**OTHER POSTS**

**POST 15/71**:  
**LEGAL ADMINISTRATION OFFICER (MR5) REF NO: REFS/008670**

**SALARY**: R373 389 - R453 120. per annum ((Salary will depend on the experience of the successful candidate)

**CENTRE**: Johannesburg

**REQUIREMENTS**: LLB Degree qualification or equivalent, 8 years or more post qualification experience, Admission as an Advocate or Attorneys of the High Court of South Africa. Knowledge of the Public Finance Management Act, Promotion of Access to Information Act, Labour Relations Act, Housing Act and relevant Public Service legislation and regulations. Contract drafting skills, Knowledge of Court Rules and procedures, Verbal and written communication skills, leadership skills, analytical, performance management, problem solving, Batho Pele principles. Computer literacy, financial management, departmental policies, analytical, interpretation of Acts and Regulations.

**DUTIES**: Attend to drafting of contracts and relevant documents, provide legal advice and opinions to the Department, attend to litigation on behalf of the Department, liaise with third parties, and represent the Department on all legal matters.

**ENQUIRIES**: Miyelani Tshabalala Tel No: (063) 691 4046

**APPLICATIONS**: Please apply online at [http://professionaljobcentre.gpg.gov.za](http://professionaljobcentre.gpg.gov.za)

**POST 15/72**:  
**CONSTRUCTION PROJECT MANAGER GRADE A REF NO: REFS/008669**

**SALARY**: R718 059 - R766 278. per annum (Salary will depend on the experience of the successful candidate)

**CENTRE**: Tshwane Region


**DUTIES**: Facilitate, coordinate, and monitor the implementation of Housing and Essential Services Delivery Programmes in the Tshwane Region. Oversee project management processes applied by management, PRT’s and municipalities to ensure the delivery of quality housing products and services within the approved budget. Oversee general project management and implementation, and staff management. Ensure budget control and monitoring: Compile detailed housing delivery project budget and cash flow projections for each project, monitor and expedite submission and processing of claims. Be responsible for general management: Establish effective procedures to monitor and evaluate component effectiveness and adherence to legislative provisions for effectiveness, National, Provincial, and departmental policies, and other relevant legislation.

**ENQUIRIES**: Zodwa File Tel No: (012)303-3302

**APPLICATIONS**: Please apply online at [http://professionaljobcentre.gpg.gov.za](http://professionaljobcentre.gpg.gov.za)
DEPUTY DIRECTOR: SERVICE DELIVERY IMPROVEMENT

REF NO: REFS/008671

SALARY: R733 257 per annum

CENTRE: Johannesburg

REQUIREMENTS:

DUTIES:
Design, manage and implement change management initiatives. Host the Batho Pele Change Management Engagement Programme training session. Manage change management strategy and implementation plan. Provide the necessary organizational support and guidance in culture, behavior system and climate assessments. Manage customer relations and frontline improvement services. Develop queue management policy and systems. Manage and review the development of the service standards and charter. Manage and review the development of the service standards and charter. Develop complaints management policy and mechanisms. Manage, facilitate and coordinate the implementation of service delivery improvement programme and interventions. Monitor community and coalface engagements. Plan and implement public service week/month/day. Ensure the implementation of service delivery awards programmes including Premier’s Service Excellence Awards. Plan and liaise with GCRA to conduct Batho Pele training for newly appointed staff. Develop, manage and implement Service Delivery Improvement Plans (5 Year Cycle). Conduct literature review of the following documents: Strategy, SDM, Annual Performance Report. Review of the identified services through utilizing business process management methodologies to identify improvements. Conduct Stakeholder engagements on the development of the SDIP. Review, implementation and monitoring of Service Delivery Improvement Plan. Submit annual report on SDIP implementation. Management of the sub-business unit. Maintenance of discipline. Management of performance and development. Develop and manage the operational plan of the unit and report on progress as required. Develop, implement and maintain processes to ensure proper control of work. Enquiries:
Miyelani Tshabalala Tel No: (063) 6914046

APPLICATIONS:
Please apply online at http://professionaljobcentre.gpg.gov.za