

**PROVINCIAL ADMINISTRATION: WESTERN CAPE
DEPARTMENT OF ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING**

- APPLICATIONS** : Only applications submitted online will be accepted. To apply submit your application online only: via <http://www.westerncape.gov.za/jobs> or <https://westerncapegov.erecruit.co>
- CLOSING DATE** : 23 March 2020
- NOTE** : Only applications submitted online will be accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department. Please ensure that you submit your application before the closing date as no late applications will be considered. Kindly note that technical support is only available from Monday to Friday from 8:00 to 16.00 should you experience any difficulties with your online application, contact the Helpline: 0861 370 202

OTHER POST

- POST 09/121** : **ENVIRONMENTAL OFFICER (PRODUCTION LEVEL): WASTE POLICY AND MINIMISATION REF NO: EADP 05/2020**
- SALARY** : Grade A: R272 739 - R302 691 per annum (as per applicable OSD prescripts)
Grade B: R318 267 - R353 226 per annum (as per applicable OSD prescripts)
Grade C: R373 209 - R473 574 per annum (as per applicable OSD prescripts)
- CENTRE** : Department of Environmental Affairs and Development Planning, Western Cape Government
- REQUIREMENTS** : An appropriate 3-year tertiary qualification (National Diploma/B-Degree or equivalent qualification) in Natural or Physical Sciences, Environmental Sciences or Engineering; A valid code 08 (EB) driving license. Recommendations: Experience in the following: Environmental field; Waste minimisation. Competencies: Knowledge of the following: Environmental management; Waste management; Environmental legislation, policies and regulations; Communication (verbal and written) skills in at least two of the three official languages of the Western Cape; Proven computer literacy (MS Word and PowerPoint); Excellent report writing skills; Planning and organisational skills.
- DUTIES** : Assist with the execution of programmes and projects related to the implementation of waste minimisation strategies; Assist with capacity building and awareness programmes regarding waste minimisation; Monitor compliance and enforce relevant statutory provisions with regards to the National Environmental Management Waste Act; Assist with general planning and organizing activities related to projects; Handle enquiries pertaining to waste management problems and matters related to the component's objectives; Provide advice on technical reports, including environmental impact assessment reports and comment on relevant draft legislation and policies.
- ENQUIRIES** : Ms B Langenhoven at Tel No: (021) 483 2971

DEPARTMENT OF HEALTH

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

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

OTHER POSTS

- POST 09/122** : **REGISTRAR (DENTAL)**
(4 Year Contract)
Chief Directorate: Metro Health Services
- SALARY** : R821 205 per annum (A portion of the package can be structured according to the individuals' personal needs).

- CENTRE REQUIREMENTS** : Oral Health Services
 : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Dental Practitioner: Independent Practice. BChD or equivalent Bachelor's Degree in Dentistry. Registration with a professional council: Registration with the HPCSA as a Dental Practitioner or Candidates who are deemed as "registrable" may also apply. The appointment of successful applicants will only be effected once proof of application for registration or the proof of registration is provided. Experience: Appropriate 2 years' experience as a Dentist after registration as an Independent Practitioner. Inherent requirement of the job: A valid (Code B/EB) driver's license. All applicants must be South African citizens or permanent residents. Participation in the commuted overtime system may be required depending on the service requirements. Registrars will be required to register as postgraduate students with the University of the Western Cape as applicable according to the requirements for the discipline in the yearbook and guidelines. Competencies (knowledge/skills): Good verbal and written communication skills in at least two of the three official languages of the Western Cape.
- DUTIES** : Administration duties as determined by the Head of Department. Completion of the 4 years (48 months) academic requirements for MChD Degree at UWC. Rendering of service and research on combined platform as determined by the Head of department. Undergraduate teaching and training on the platform of Oral Health Centre (includes satellite clinics) as required by the Head of department.
- ENQUIRIES APPLICATIONS** : Dr DA Smit Tel No: (021) 937-3148
 : 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. Appointment as Registrar will be on contract. Employees in service who opt to continue with their pension benefits as Registrar, will be required to resign after completion of their registrarship should they not be successful for advertised Specialist positions. Consideration will be given to existing employees who are already on higher salary packages to retain their existing salary position, as personal. As such they are entitled to receive pay progression.
- CLOSING DATE** : 27 March 2020
- POST 09/123** : **REGISTRAR: PSYCHIATRY**
 (4-Year Contract)
 Chief Directorate: Metro Health Services
- SALARY** : R821 205 per annum (A portion of the package can be structured according to the individuals' personal needs).
- CENTRE REQUIREMENTS** : Valkenberg Hospital
 : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner: Independent Practice. Registration with a professional council: Registration with the HPCSA as Medical Practitioner or Candidates who are deemed as "registrable" may also apply. The appointment of successful applicants will only be effected once proof of application for registration or the proof of registration is provided. Recommendation: Appropriate clinical experience in Psychiatry. A Diploma in Mental Health or at least one component of the FCPsych (SA) Part 1 /MMed (Psych) Part 1. Inherent requirement of the job: A valid driver's licence (Code B/EB). Registrars will be required to register as postgraduate students with the Stellenbosch University/University of Cape Town/University of the Western Cape as applicable according to the requirements for the discipline in the yearbook and guidelines. All applicants must be South African citizens or permanent residents. Willingness and ability to participate in overtime duty roster as required at placement. Competencies (knowledge/skills): Good verbal and written communication skills in at least two of the three official languages of the Western Cape.
- DUTIES** : To provide psychiatric services to in- and outpatients of designated service area where placement as well as assigned district and primary level clinical duties. Clinical and corporate governance duties as pertain to services provide at current placement. Contribute to the teaching and training of Faculty of Health Sciences undergraduate students. To provide supervision and in-service training to junior colleagues and other staff. Fully participate in the

		academic activities of the designated university as required per regulations to achieve the MMed (Psych)/FCPsych qualification.
<u>ENQUIRIES</u>	:	University of Stellenbosch (US): Dr L Asmal Tel No: (021) 938-9623; University of Cape Town (UCT): Dr N Dyakalshe Tel No: (021) 826-5863.
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Consideration will be given to existing employees who are already on higher salary packages to retain their existing salary position, as personal. As such they are entitled to receive pay progression. Appointment as Registrar will be on contract. Employees in service who opt to continue with their pension benefits as Registrar, will be required to resign after completion of their registrarship should they not be successful for advertised Specialist positions.
<u>CLOSING DATE</u>	:	20 March 2020
<u>POST 09/124</u>	:	<u>MEDICAL SPECIALIST (SUB-SPECIALTY: PULMONOLOGY 5/8TH POST) (X2 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R802 251 per annum Grade 2: R917 283 per annum Grade 3: R1 002 987 per annum (A portion of the package can be structured according to the individual's personal needs).
<u>CENTRE REQUIREMENTS</u>	:	Groote Schuur Hospital, Observatory Minimum educational qualification: An appropriate qualification that allows for registration with the Health Professions Council of South Africa (HPCSA) as Medical Specialist (Sub-specialty) in Pulmonology. Registration with a professional council: Registration with the HPCSA as a Medical Specialist (Sub-specialty) in Pulmonology. Experience: Grade 1: None after registration with HPCSA as a Medical Specialist (Sub-specialty) in Pulmonology. Grade 2: A minimum of 5 years' appropriate experience after registration with the HPCSA (or recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist (Sub-specialty) in Pulmonology. Grade 3: A minimum of 10 years' appropriate experience after registration with the HPCSA (Or as recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist (Sub-specialty) in Pulmonology. Competencies (knowledge/skills): Appropriated clinical experience in pulmonology and research experience. An Academic background and an active research interest. Experience in General Internal Medicine and Intensive Care Medicine. Experience teaching and training. Good administrative ability and communication skills.
<u>DUTIES</u>	:	Render a comprehensive and skilled clinical service at sub-specialist level in Pulmonology supervising clinics and providing a consultative service in E16 Respiratory Clinic. Fulfilling academic roles of teaching and training and research. Supervision of undergraduates and postgraduates. Carrying out administrative functions for the Division of Pulmonology and E16 Respiratory Clinic. Provision of services of General Medicine and the Intensive Care Unit when appropriate.
<u>ENQUIRIES</u>	:	Prof K Dheda Tel No: (021) 404-7654
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	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 register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted with their job application/on appointment."
<u>CLOSING DATE</u>	:	20 March 2020
<u>POST 09/125</u>	:	<u>ASSISTANT MANAGER NURSING (SPECIALTY UNIT: EMERGENCY SERVICES, THEATRE AND PSYCHIATRY)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R614 991 per annum (PN-A7)
<u>CENTRE</u>	:	Khayelitsha District Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. Diploma or Degree in Nursing) or equivalent that allows for registration with the South

African Nursing Council (SANC) as a Professional Nurse. Post-basic nursing qualification with a duration of at least 1 year accredited with the SANC in Medical and Surgical Nursing Science: Critical Care Nursing Trauma and Emergency or Medical and Surgical Nursing Science: Operating Theatre Nursing or Advanced Psychiatry Nursing Science. Registration with a professional council: Current registration with the SANC as Professional Nurse. Experience: A minimum of 10 years appropriate/recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least 6 years of the period referred to above must be appropriate/recognisable experience in the specific specialty after obtaining the 1 year post basic qualification as mentioned above. At least 3 years of the period referred to above must be appropriate/recognisable experience at management level. Inherent requirement of the job: Valid (Code B EB) driver's licence. Willingness to work shifts, public holidays, after- hours, do standby duties and relieve night shift managers as required. Willingness to act in Head of Nursing portfolio during her absence. Competencies (knowledge/skills): Quality Assurance/Risk management. Human Resource, Finance and Change management. Decision- making, problem- solving and interpersonal skills. Grievance procedures and disciplinary legislation. Computer literacy (MS Word, Excel and PowerPoint). Negotiation, facilitation and communication skills.

DUTIES : Coordinate, supervise and control nursing services in the units (Emergency Centre, Acute Psychiatry Unit, Theatre and CSSD and the Thuthuzela Forensic Unit) under your control. Ensure the provision of optimal, holistic, specialised nursing in the units mentioned above, within set standards and a professional legal framework. Ensure that prescribed policies and procedures are adhered to. Effectively manage the initiation and utilisation of human and material resources. Ensure the execution of quality care and sound financial management. Coordinate the provision of effective training and research to maintain professional growth, ethical standards and self- development. Provide effective support to nursing services and hospital management.

ENQUIRIES : Ms G Mashaba Tel No: (021) 360-4511/4408
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 27 March 2020

POST 09/126 : **OPERATIONAL MANAGER NURSING (SPECIALTY) (OPERATING THEATRE COMPLEX AND CSSD)**
 Chief Directorate: Metro Health Services

SALARY : R562 800 per annum (PN-B3)
CENTRE : Mowbray Maternity Hospital
REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as Professional Nurse. A post basic qualification in Operating Theatre Nursing Science with a duration of at least one year, accredited with SANC. Registration with a professional council: Proof of registration with the SANC as Professional Nurse with the proof of current registration i.e. annual licensing receipt for 2020. Experience: A minimum of 9 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. Inherent requirement of the job: Willingness to do after hours and cross coverage. Willingness to work shifts, weekends and public holidays and night duty when required. Competencies (knowledge/skills): Ability to effectively communicate in at least two of the three official languages of the Western Cape. Ability to function independently as well as part of a multi-disciplinary team. Ability to promote quality patient care through the setting, implementation and monitoring of standards. Computer literacy (MS Word and Excel). Effective communication, interpersonal, leadership, decision making and conflict resolution skills. Good organisational skills and the ability to function under pressure. Knowledge and insight of relevant legislation and policy related to nursing within the Public Sector.

DUTIES : Coordinate the provision of training and research effectively. Execute the duties of a surgical scrub sister with regard to all surgical specialties to ensure

a high standard of patient care. Manage the utilization and supervision of all resources effectively including control of the Central Sterilisation Unit. Provision of effective support to nursing services and Hospital Management and maintain professional growth/ethical standards, self-development and develop required standards of infection control. The appointed candidate will be responsible for the coordination and rendering of optimal, holistic and quality Perinatal and Neonatal Health care including peri-operative Health Care within standards and a professional /legal framework.

ENQUIRIES : Ms M. Holland Tel No: (021) 659-5550
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 : 20 March 2020

POST 09/127 : **THERAPEUTIC AND MEDICAL SUPPORT SERVICES PROGRAMME CO-ORDINATOR GRADE 1 (RADIOGRAPHIC PACS/RIS)**
 Garden Route District

SALARY : R466 119 per annum
CENTRE : Knysna Hospital
REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Diagnostic Radiographer. Registration with a professional council: Registration with the HPCSA as Diagnostic Radiographer. Experience: A minimum of 3 years appropriate experience in Diagnostic Radiography after registration with the HPCSA. Registration with the council: Registration with the Health Professions Council of South Africa (HPCSA) as a Diagnostic Radiographer. Inherent requirements of the job: Willingness to perform radiographic duties during normal hours at both the CDC's and Knysna Hospital and all hours at Knysna Hospital as well as being on call. Valid (Code B/EB) driver's licence and willingness to travel. Willing to commence PACS/RIS specific training when available. Competencies (knowledge/skills): Experience in the Information Technology and medico legal risks. Detailed knowledge of Medical Imaging procedures and equipment. Knowledge of PACS/RIS Systems, solutions and applicable international standards (DICOM, IHE, HL7). Knowledge of medico legal risks, CR and Digital imaging modalities and medical imaging workflow.

DUTIES : Control and participate in delivering optimal diagnostic imaging. Manage and support all technical aspects of PACS/RIS and teach and train all categories of staff. Monitor the effective and efficient functioning of PACS/RIS within the imaging department. Assist with input to the Departmental strategic and financial aspects of PACS/RIS. An efficient and effective support service to the PACS/RIS Administrator, Provincial Radiographic PACS/RIS co-ordinator and other digital Radiographic departments within your geographical area with regards to PACS/RIS services. Manage the project when implementing the PACS solution or any upgrades and change to the solution. Manage accessibility of images at Knysna Hospital and at all clinics in Knysna/Bitou district. Perform radiographic imaging as operational need requires.

ENQUIRIES : Dr A Brink Tel No: (044) 302-8400
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.
CLOSING DATE : 20 March 2020

POST 09/128 : **CLINICAL PROGRAMME COORDINATOR: COMPREHENSIVE HEALTH SERVICE**
 Overberg District

SALARY : R444 276 per annum (PN-A5)
CENTRE : Cape Agulhas Sub-district
REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as Professional Nurse. (This dispensation is only applicable for posts of Clinical Programme Coordinator where it is an inherent requirement of the post, incumbent to maintain

registration with the SANC). Experience: A minimum of 7 years' appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Registration with a professional council: Registration with the SANC as a Professional Nurse. Inherent requirements of the job: Valid Code (B/EB) driver's license. Willingness to travel. Competencies (knowledge/skills): Good interpersonal, leadership and communication skills (verbal and written). Ability to effectively communicate in two of the three official languages of the Western Cape. Knowledge of the Provincial/District HIV/AIDS/STI/TB/VMMC/Mental Health, Chronic Diseases and WHCH programmes and strategies – preventative, promotive and rehabilitative. Ability to work independently and in a multi-disciplinary team. Computer literacy (MS Word, Excel, PowerPoint).

DUTIES : Co-ordination and implementation of the sub-district, with regards to HIV/AIDS/STI/TB services and establishing service linkages with integrated management of Chronic Conditions, First 1000 days strategy, Adolescent, Women and Men's health services. Provide oversight, supervision and support to health facilities in respect of the implementation quality assurance policies, guidelines, protocols, norms and standards. Involvement with People Management Component in skills development and training to support integrated health services provision, e.g. NIMART and PACK. To strengthen and coordinate internal and external interface management with stakeholders, included. NPOs, to enhance implementation of the COPC principles. Monitoring and Evaluation of programme goals and targets including the collection, validation and interpretation of statistical data. Effective implementation of appropriate projects to improve the integrated primary health care services in the sub-district.

ENQUIRIES : Ms GJ Van der Westhuizen Tel No: (028) 514-8400

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 : 20 March 2020

POST 09/129 : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: OPERATING THEATRE)**

Chief Directorate: Rural Health Services

SALARY : Grade 1: R383 226 per annum (PN B1)

Grade 2: R471 333 per annum (PN B2)

CENTRE : George Regional Hospital

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post basic nursing qualification with the duration of at least 1 year accredited with SANC in Medical and Surgical Science: Operating Theatre Nursing. Registration with a professional council: Registration with the SANC as a Professional Nurse and proof of current annual registration with SANC for 2020. Experience: **Grade 1:** A minimum of 4 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. **Grade 2:** A minimum of 14 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/ recognisable experience in an Operating Theatre Unit after obtaining the 1 year post-basic qualification referred to above. Inherent requirements of the job: Willingness to work shifts, day and night duty, weekends and public holidays to meet the operational requirements. Competencies (knowledge/skills): Good verbal and written communication skills in at least two of the three official languages of the Western Cape. Knowledge of relevant legislation and policies of the Department of Health Western Cape. Leadership towards the realisation of strategic goals and objectives of the Operating Theatre.

DUTIES : Ensure quality patient care regarding the identification of nursing care needs, the planning and implementation of nursing care plans and the education of nursing personnel as a Professional Nurse in the Operating Theatre. Render and supervise specialised clinical nursing care and support clinical staff with surgical and medical procedures. Utilise human, material and physical resources efficiently and effectively. Maintain and promote professional

		growth/ethical standards and development of self and others. Display of core values of the Department of Health WCG in the execution of duties.
<u>ENQUIRIES</u>	:	Ms J Ehlers Tel. No: (044) 802-4356/7
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. "Candidates who are not in possession of the required qualifications will be appointed into the general stream, and they will be required to obtain the necessary qualifications within a predetermined period of time. "Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted with their job application/on appointment. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)"
<u>CLOSING DATE</u>	:	20 March 2020
<u>POST 09/130</u>	:	<u>CONTROL LAUNDRY MANAGER (X2 POSTS)</u> Chief Directorate: Metro Health Services Directorate: Facilities Management Hub
<u>SALARY</u>	:	R376 596 per annum
<u>CENTRE</u>	:	Tygerberg Laundry (X1 Post) Lentegeur Laundry (X1 Post)
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate 3-year National Diploma/Degree (or equivalent qualification). Experience: Appropriate management experience in processing in a hospitality environment. Management experience in the laundry and linen environment will be to your advantage. Inherent requirement of the job: Valid (Code B/EB) driver's license. Competencies (knowledge/skills): Excellent verbal and writing communication skills in at least two of the three official languages of the Western Cape. Motivational and leadership skills. The ability to mentor, support and encourage people. Good understanding of the production or processing environment. Sound knowledge and understanding of the Public Finance Management Act and Public Procurement procedures.
<u>DUTIES</u>	:	Manage the provision of an effective and efficient laundry services at Tygerberg Laundry. Manage the technical work performance and staff training. Ensure cost effective in-house laundry services. Monitor and control expenditure of the laundry. Monitor the control of linen stocks at the laundry. Provide technical input and advice management.
<u>ENQUIRIES</u>	:	Mr A Jantjies Tel No: (021) 918-1702
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	:	20 March 2020
<u>POST 09/131</u>	:	<u>ARTISAN FOREMAN: GRADE A (ELECTRICAL)</u> Chief Directorate: Rural Health Services
<u>SALARY</u>	:	R304 263 per annum
<u>CENTRE</u>	:	Worcester Regional Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate Trade Test Certificate (Electrical). Experience: Grade A: 5 years post qualification experience as an Artisan required. Inherent requirements of the job: Must have a valid wireman's license. Ability to do standby duties and work overtime and attend to unplanned callouts and emergency maintenance. Ability and willingness to be available for emergencies/mass incidents. Valid (Code B/EB) driver's license. Competencies (knowledge/skills): Proficiency in at least two of the three official languages of the Western Cape. Conversant with the requirements of the Machinery and Occupational Health and Safety Act. Computer literacy in Microsoft Excel, Word and PowerPoint. Ability to work under pressure and independently with good report-writing skills, conflict management and interpersonal skills, as well as excellent verbal and written communication skills.

- DUTIES** : Implement the operational planning of the electrical component, including preventative maintenance, repairs and report-writing. Management of budget and expenditure. Manage risks accordance to the OHSA Act. Management of Human Resources.
- ENQUIRIES APPLICATIONS** : Mr C van der Westhuizen, Tel. No: (023) 348-1100
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. Shortlisting candidates may be subjected to a practical and/or competency test as part of the interview process.
- CLOSING DATE** : 20 March 2020
- POST 09/132** : **PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL NURSING: CLINICAL NURSE TRAINING)**
Cape Winelands Health District
- SALARY** : Grade 1: R256 905 per annum
Grade 2: R315 963 per annum
Grade 3: R383 226 per annum
(Plus a non-pensionable rural allowance of 8% of basic annual salary)
- CENTRE REQUIREMENTS** : Brewelskloof Hospital, Breede Valley Sub district, Worcester
Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as Professional Nurse. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. **Grade 3:** A minimum of 20 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General nursing. Inherent requirements of the job: A valid driver’s licence (Code B). Willingness to perform operational duties (overtime, night duty and work shifts) if operationally required. Competencies (knowledge/skills): Ability to function independently in a multi-disciplinary team (externally and internally). Relevant knowledge, skills and experience in training, experience in the preparation and sourcing of training, practical accompaniment and Computer literacy in the MS Office Package. Knowledge of the Skills Development Act, Skills Development Strategy and policies and practices related to Skills Development and ability to mentor and coach. Ability to effectively communicate in at least two of the three official languages of the Western Cape.
- DUTIES** : Co-ordinate and facilitate the development of learning opportunities for all nursing personnel. Co-ordinate and facilitate in-service training and updating of skills. Complete training stats and Involvement in training programmes in conjunction with Human Resources Department and liaise with training providers. Involvement in training programmes in conjunction with Human Resources Department. Utilise human and financial resources effectively. Evaluate and assess the competencies and skills of nursing personnel.
- ENQUIRIES APPLICATIONS** : Ms A Klaasen Tel No: (023) 348-1311
Applications are submitted online via 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 register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted with their job application/on appointment. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)”
- CLOSING DATE** : 27 March 2020
- POST 09/133** : **ADMINISTRATION CLERK: SUPPORT**
Garden Route District
- SALARY** : R173 703 per annum
CENTRE : Dysselsdorp CDC, Oudtshoorn Sub-district

REQUIREMENTS : Minimum educational qualification: Senior certificate (or equivalent).
Experience: Appropriate Administrative experience in a Health Facility.
Competencies (knowledge/skills): Good verbal and written communication skills in at least two of the three official Languages of the Western Cape. Excellent filing and recordkeeping skills. Ability to work independently and in a multi-disciplinary team. Knowledge in PHCIS. Computer literacy and data capturing.

DUTIES : (key result areas/outputs): Admit, register patient on PHCIS and ensure availability of patient folders with patient centred approach. Registry documents, file patient folders, documents on a daily basis and handle all general administration duties. Keep record, retrieve patient folders, trace old folders and compile new folders – manage general admin and record management. Support to supervisor and staff members. Assist with ordering on LOGIS system, monitoring and stock control. Act responsible with regard to service ethics, norms and standards. Responsible for handling of patient enquiries in an effective manner.

ENQUIRIES APPLICATION : Ms C Engelbrecht, Tel No: (044) 251 6013
: 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 : 20 March 2020

POST 09/134 : **HOUSEHOLD AID (WASTE DEPARTMENT)**

SALARY : R102 534 per annum
CENTRE : Red Cross War Memorial Children’s Hospital, Rondebosch
REQUIREMENTS : Minimum educational qualification: Basic numeracy and literacy. Experience: Appropriate waste management experience in a hospital setting. Inherent requirements of the job: Compulsory shift work, flexible hours, weekends, and public holidays. Physical, mentally and emotionally fit to provide an essential service. Competencies (knowledge/skills): Ability to participate and work as part of a team. Maintain effective relationships with staff, patients and public. Ability to communicate in at least two of the three official languages of the Western Cape.

DUTIES : Effectively deliver environmental hygiene. Perform the internal transportation, handling and disposal of waste. Aiming to meet waste reduction and recycling targets. Ensure the correct and safe waste methods of waste segregation, storage, transport, and disposal of waste. Ensure that waste is collected in the prescribed containers at the point of generation. Collection of all types of waste. Maintain good hygienic control over instruments and trolleys. Ensure that all waste areas are kept neat and tidy and locked when not in use. Ensure 100% compliance in terms of NCS. Assist with the supervision of waste outsourced service provider. Ensure that boxes are weighted correctly according to weight limit. Ensure that boxes are sealed correctly because of cross infection. Ensure record keeping. Maintain protective clothing code.

ENQUIRIES APPLICATIONS : Ms S Cupido Tel. No: (021) 658-5452
: To Chief Executive Officer: Red Cross Children’s Hospital, Klipfontein Road Rondebosch 7701.

FOR ATTENTION : Ms T Nqola
CLOSING DATE : 27 March 2020