

**PROVINCIAL ADMINISTRATION: MPUMALANGA  
DEPARTMENT OF HEALTH**

*The Department of Health is an equal opportunity, affirmative action employer. It is our intention to promote representatively in respect of race, gender and disability through the filling of these positions. Candidates whose transfer / promotion / appointment will promote representivity will receive preference.*

- CLOSING DATE** : 27 March 2020 (at 14h00 sharp) all applications received after the closing date and time will Not be entertained. Apply as early as possible to avoid disappointments, please.
- NOTE** : Application should be submitted on Z83 form obtainable from any public services Department and should be accompanied by recently certified copies of qualifications (preferably within 3 months), ID/passport and curriculum vitae. Please quote the Correct references on your form and where possible the station/Centre where the post is. Please note: one application form per post. No faxed applications will be accepted. NB: Candidates who are not contacted within 3 months after the closing date must consider their applications as having been unsuccessful except for professional posts, which will be finalised within 3 months. In line with the vetting strategy of the Public Service, personal details of applicants will be verified during the selection should be submitted on Z83 form obtainable from any public services department and should be accompanied by certified copies of qualifications, ID/passport and curriculum vitae. Please quote the references on your form and where possible the station/centre where the post is. The Department reserves the right to amend/review/withdraw advertised posts if by so doing, the best interest of the department will be well served. (People with disabilities are requested to apply and indicate such in their application forms)

**MANAGEMENT ECHELON**

- POST 10/149** : **DIRECTOR: STRATEGIC PLANNING AND POLICY REF NO: MPDOH/MARCH/20/04**  
(Re-Advertisement)
- SALARY** : R1 057 326 per annum (Level 13) all inclusive 70/30 split SMS package that must be structured according to the SMS dispensation. The successful candidate must sign a performance agreement within three (3) months of appointment. The recommended candidates will be subjected to a competency assessment.
- CENTRE** : Provincial Office, Nelspruit
- REQUIREMENTS** : A bachelor's degree in health or related field. A post-graduate degree will be an added advantage. At least three (3) years planning and policy experience. Sound knowledge, skills and extensive experience in the strategic planning and policy field. Knowledge, skills and competencies: Clear understanding of legislation pertaining to government strategic planning processes and policy development. Excellent verbal and written communication skills. Ability to work under pressure and willingness to travel extensively. Decision-making, technical proficiency, networking and building bonds, planning and organizing. Familiarity with Public Service, its policy and the way government functions (PFMA, Public Service Act, etc). Possession of a valid Code B driver's licence.
- DUTIES** : Facilitate and coordinate the development of the Strategic Plan, Annual Performance Plan (APP) and Operational Plan. Ensure the alignment of all departmental plans with the Strategic Plan and APP. Coordinate policy development of the department and ensure alignment with national and provincial health priorities. Support the development of the District Health Plans in line with the Integrated Development Plans of municipalities. Facilitate and coordinate input for the Social Cluster Plan of Action (POA).

Ensure that Strategic Health Programme plans are aligned with National and Provincial mandates.

**ENQUIRIES** : Ms. Glory Mokone Tel No: (013) 766 3340  
**APPLICATIONS** : The Head: Health; Provincial Officer; Private Bag X 11285; Mbombela, 1200 or Hand delivered to: Indwe Building, Government Boulevard, Riverside Park, Ext 2, Mbombela, 1200.  
**FOR ATTENTION** : MS. Glory Mokone

#### **OTHER POSTS**

**POST 10/150** : **HEAD CLINICAL UNIT: MEDICAL (PAEDIATRICIAN) GRADE 1 REF NO: MPDOH/MARCH/20/01**

**SALARY** : R1 728 807 per annum plus rural allowance & commuted overtime to officials who meet the requirements. (OSD requirements depending on years of experience)

**CENTRE** : Themba Regional Hospital  
**REQUIREMENTS** : MBCHB or equivalent qualification Plus FC Paeds (SA) OR equivalent Plus Subspecialty Certificate in Neonatology Plus Current Registration with Health Professions Council of South Africa as a Neonatologist Plus 3 years' experience working as a Neonatologist after the time when applicant became registerable with HPCSA. Recommendation: Prior experience in the public service will be an advantage. Knowledge, Skills, Training and Competency Required: Human resource management; Program planning, implementation and evaluation, Information management; Quality assurance programmes. Specialist medical knowledge, skills & competence in paediatrics and child health. Sub-specialist medical knowledge, skills & competence in neonatology. Current health and public service legislation, regulations and policy. Medical ethics, epidemiology, research and statistics. Medical education training and experience (an advantage). Research publications, research knowledge, skills & competence (an advantage).

**DUTIES** : Will cover clinical skills, performance, training, research and supervision & support). (Will cover clinical skills, performance, training, research and supervision & support). The administration and management of neonatal services. Participate in after-hours specialist cover. Participate in specialist neonatal and multidisciplinary clinics. Facilitate the development of neonatal services in catchment area. Participate in the departmental Outreach program for the development, delivery, supervision and support of paediatric and neonatal services in the catchment area. Ensure appropriate standards of care and oversee quality improvement programmes within the department. Participate in the training and development of undergraduate, vocational and postgraduate students and staff in catchment area. Participate in the departmental academic and training programme/s, Assist with the administration of a component of the paediatric department. Undertake appropriate clinical research and support the research efforts of junior staff.

**ENQUIRIES** : Mr. I Zitha Tel No: (013) 755 5100  
**APPLICATIONS** : The District Manager; Ehlanzeni District Office; Private Bag X 11278; Mbombela, 1200 or Hand delivered to: 66 Anderson Street; Mbombela, 1200.

**FOR ATTENTION** : Mr. Isaac Zitha

**POST 10/151** : **MEDICAL MANAGER/CLINICAL MANAGER GR 1 REF NO: MPDOH/MARCH/20/02**

**SALARY** : R1 173 900 per annum. (OSD requirements) (Depending on the years of experience in terms of relevant OSD) plus rural allowance

**CENTRE** : Elsie Ballot Hospital  
**REQUIREMENTS** : Appropriate qualification that allows registration with the HPCSA as a Medical Practitioner. Current registration with the HPCSA as a Medical Practitioner. Post-graduate medical qualification will be an added

advantage. A minimum of 10 years appropriate experience after registration as a Medical Practitioner (Independent Practice) with the HPCSA (Internship and Community Service excluded). A valid work permit will be required from non-South Africans. Sound clinical knowledge and experience in the respective medical discipline. Knowledge of current Health and Public Service regulations and policies.

**DUTIES** : Provide services as the Clinical Manager in the hospital. Manage resources, including human resources. Co-ordinate and supervise the teaching of community servers and junior doctors in the hospital. Organize CPD sessions in the unit. Manage the out-patient clinic in the unit. Participate in quality improvement plans in the hospital. Perform after-hour duties. Ensure that medical staff also comply with PMDS and are evaluated quarterly.

**ENQUIRIES** : Mr. C D Mnisi Tel No: (017) 811 1642  
**APPLICATIONS** : The District Manager; Gert Sibande District Office; Private Bag X9028; Ermelo, 2350 or Hand delivered to: 34 Joubert Street; (Old ABSA Building) Ermelo, 2350.

**FOR ATTENTION** : Mr. M A Dhladhla

**POST 10/152** : **MEDICAL OFFICER GR 3 REF NO: MPDOH/MARCH/20/03 (X3 POSTS)**

**SALARY** : R1 089 693 – R1 362 366 per annum plus rural allowance & commuted overtime to officials who meet the requirements. (OSD requirements depending on years of experience)

**CENTRE** : Standerton Hospital  
**REQUIREMENTS** : Appropriate qualification in the Health Science – MBCHB plus a minimum of 10 years' experience after registration with the HPCSA, plus initial registration and current registration with HPCSA as a Medical Practitioner in respect of South African qualified applicants. Eleven years' relevant experience after registration as a Medical Officer with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa. Proof of previous and current employment endorsed and signed by Human Resource Department (Certificate of Service). All successful candidates must possess the necessary skills for safe caesarean section and spinal anaesthesia (including managing its complications). Applicants must submit confirmation letter of relevant experience from their supervisors in an official letterhead of the employer when they apply. Knowledge, Skills, Attributes and Abilities. Ability to diagnose and manage common medical and surgical conditions, including emergencies at district hospital. Medical ethics, epidemiology and statistics. Ability to work in multidisciplinary team setting. Excellent communication skills and ability to teach and train staff within the team. Ability to work and maintain meaningful relationship within a diverse community. Knowledge of health and public service legislation, regulations and policies. Ability to function as a part of team and rotate through different departments of the hospital as required. Good communication and human relations. Knowledge of current guidelines for management of common conditions including HIV/AIDS, PMTCT and Tuberculosis.

**DUTIES** : Co-ordination of optimal, holistic specialized nursing care provided within set standards and a professional legal framework. Manage effectively the utilization and supervision of Human, Financial and service resources. Coordination of the provision of effective training and research. Provision of effective support to Nursing Services. Maintain Professional growth\ethical standards and development of self and subordinates

**ENQUIRIES** : Mr. C D Mnisi Tel No: (017) 811 1642  
**APPLICATIONS** : The District Manager; Gert Sibande District Office; Private Bag X9028; Ermelo, 2350 or Hand delivered to: 34 Joubert Street; (Old ABSA Building) Ermelo, 2350.

**FOR ATTENTION** : Mr. M A Dhladhla

**POST 10/153** : **VICE PRINCIPAL (PND-5) REF NO: MPDOH/MARCH/20/05**

**SALARY** : R949 482 – R1 068 666 per annum plus rural allowance OSD requirements in line with the years of experience and qualifications.

**CENTRE** : Rob Ferreira Campus, Mbombela

**REQUIREMENTS** : A Basic qualification accredited with the SANC in terms of Government Notice 425 ( i.e. Master’s Degree in Nursing) or equivalent qualification that allows registration with SANC as Professional Nurse PLUS a Post – Basic qualification in Nursing Education registered with SANC. Valid driver’s licence. Willingness to travel extensively and work from different accredited clinical training facilities. Experience: A minimum of 10 years appropriate/recognizable 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 /recognizable experience in Nursing Education after obtaining the 1 year Post-Basic qualification in Nursing Education. Competences: Excellent verbal and written communication skills, organisational and management skills. Ability to think critically and analytical, computer literacy, MS word, Power Point and Excel. Ability to function both independently and in a multidisciplinary team. Sound knowledge of Government policies and functional responsibilities of the department. Problem solving skills.

**DUTIES** : Provide academic and clinical services leadership. Conduct research. Manage the development of the curriculum. Monitor and evaluate the efficacy of the implementation of the curriculum. Monitor nursing schools/satellite programmes. Monitor and evaluate the efficacy of the implementation of the curriculum. Co-ordinate the provision of education and training of student nurses. Manage clinical learning exposure to students between college and clinical areas. Develop and ensure implementation of quality assurance programmes. Collaborate with other stakeholders and build a sound relationship within the department. Supervise staff under his/her span of control. Willing to travel within and outside the province. Manage the education and training of Nurses. Manage clinical learning exposure to learners between college and clinical areas. Manage the college in the absence of the Principal. Develop and ensure implementation of quality assurance programme. Collaborate with other stakeholders and build a sound relationship within the department. Develop policies, standard operational procedure, norms 105 and standards and ensure the implementation thereof. Monitor and evaluate the implementation of all training programmes. Support the mission and promote the image of the College. Supervision of staff. Monitor employee’s performance in terms of the performance management system. Maintain sound labour relations through proper discipline. Oversee the supervision of students. Monitor the evaluation of academic performance. Maintain accountability and responsibility of team leader to a group of students. Supervise marking and moderating theoretical and practical examinations.

**ENQUIRIES** : Ms. Glory Mokone Tel No: (013) 766 3340

**APPLICATIONS** : The Head: Health; Provincial Officer; Private Bag X 11285; Mbombela, 1200 or Hand delivered to: Indwe Building, Government Boulevard, Riverside Park, Ext 2, Mbombela, 1200.

**FOR ATTENTION** : MS. Glory Mokone

**POST 10/154** : **MANAGER: COMMUNICABLE DISEASE CONTROL REF NO: MPDOH/MARCH/20/06**

**SALARY** : R949 482 – R1 068 666 per annum. (OSD) requirements in line with the years of experience and qualifications.

**CENTRE** : Provincial Office - Mbombela

**REQUIREMENTS** : A degree in health related field or equivalent qualification. Proof of current registration with any Health Professional Body of South Africa. At least three (3) to five (5) years’ experience in Management Services. Experience in communicable disease control programme will be an added

advantage. An Honours or Master's degree in Public health will be an added advantage. Extensive knowledge of prevention and control of emerging and re-emerging infectious diseases. Ability to coordinate multi-disciplinary and sectoral activities. Knowledge and understanding of the District Health System, including District hospitals and Community Based Health Services. Good knowledge of policies on communicable disease strategies. Knowledge and experience of financial and human resource management applicable to the Public Service. Proven experience in the provision and management of health services. Knowledge and understanding of the Department of Health Mpumalanga Comprehensive Service Plan. Familiar with the drafting and implementation of Annual Performance Plan. Verbal and written communication skills. Driver's license. Skills: Communication skills. Programme and project management skills. Financial management skills. Change and knowledge management skills. Problem-solving and analysis skills. People management and empowerment. Contract management skills. Able to work independent and under pressure. Understanding legislative frameworks and related policies in the health public sector and other prescripts.

**DUTIES** : Develop, implement, monitor and evaluate policy guidelines for communicable diseases. Facilitate the implementation of the infection control practices and early warning system. Develop protocols and Standard Operating Procedures (SOPs) for epidemic-prone communicable disease. Coordinate the control of disease outbreaks in the province. Able to conduct research to inform policies. Ensure capacity building of personnel at all levels, as well as public education. Facilitate new partnership for prevention and control of communicable diseases. Provide accurate information to Senior Managers and other stakeholders for evidence-based decision. Undertake general management of the resources of the Sub-directorate. Liaise with districts, other Government departments, national role-players and the private sector to facilitate the control, monitoring and evaluation system for epidemic-prone communicable diseases. Develop strategic and operational plans for the programme.

**ENQUIRIES** : Ms. Glory Mokone Tel No: (013) 766 3340  
**APPLICATIONS** : The Head: Health; Provincial Office; Private Bag X 11285; Mbombela, 1200 or Hand delivered to: Indwe Building, Government Boulevard, Riverside Park, Ext 2, Mbombela, 1200.

**FOR ATTENTION** : MS. Glory Mokone  
**NOTE** : Short listed candidates will need to undergo a competency assessment.

**POST 10/155** : **MEDICAL OFFICER GR 2 – 3 REF NO: MPDOH/MARCH/20/07**

**SALARY** : R938 964 – R1 362 366 per annum plus commuted overtime to officials who meet the requirements (OSD requirements depending on years of experience)

**CENTRE** : Middelburg Hospital  
**REQUIREMENTS** : **Grade 2:** Appropriate qualification in the Health Science – MBCHB plus a minimum of 5 years' experience after registration with the HPCSA, plus initial registration and current registration with HPCSA as a Medical Practitioner in respect of South African qualified applicants. Six years' relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa. **Grade 3:** Appropriate qualification in the Health Science – MBCHB plus 10 years' experience after registration with the HPCSA, plus initial registration and current registration with HPCSA as a Medical Practitioner in respect of South African qualified applicants. Eleven years' relevant experience after registration as a Medical Officer with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa. Proof of previous

and current employment endorsed and signed by Human Resource Department (Certificate of Service). All successful candidates must possess the necessary skills for safe caesarean section and spinal anaesthesia (including managing its complications). Applicants must submit confirmation letter of relevant experience from their supervisors in an official letterhead of the employer when they apply. Knowledge, Skills, Attributes and Abilities Ability to diagnose and manage common medical and surgical conditions, including emergencies at district hospital. Medical ethics, epidemiology and statistics. Ability to work in multidisciplinary team setting. Excellent communication skills and ability to teach and train staff within the team. Ability to work and maintain meaningful relationship within a diverse community. Knowledge of health and public service legislation, regulations and policies. Ability to function as a part of team and rotate through different departments of the hospital as required. Good communication and human relations. Knowledge of current guidelines for management of common conditions including HIV/AIDS, PMTCT and Tuberculosis.

**DUTIES** : Rendering of clinical services, which includes examination and treatment of patients, emergencies, ward rounds and minor operation procedures. Patient administration and reporting. Be part of multidisciplinary clinical team; provide training and leadership to medical students; medical interns, nurses and medical officers. Be able to treat most of the common conditions. Patient safety incident, clinical risk and MMR. Improve quality of care by providing appropriate clinical care. Reduce medical litigation by exercising good clinical ethos. Implement and monitor adherence to National Core Standards, participate in all activities of 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, ICD 10 coding and record keeping is done. Performing commuted overtime rendering of after hour duties to provide continuous uninterrupted care of patients.

**ENQUIRIES** : Ms. S Matheba: Tel No: (013) 658 1070  
**APPLICATIONS** : The District Manager; Nkangala District Office; Private Bag X 7296; Emalahleni, 1035 or Piet Koornhof Building; Justice Street, Emalahleni, 1035.

**FOR ATTENTION** : Ms. S Matheba

**POST 10/156** : **MEDICAL OFFICER GR 2 REF NO: MPDOH/MARCH/20/08**

**SALARY** : R938 964 – R1 026 693 per annum plus rural allowance & commuted overtime to officials who meet the requirements (OSD requirements in line with the years of experience and qualifications.)

**CENTRE** : Tintswalo Hospital  
**REQUIREMENTS** : Appropriate qualification in the Health Science – MBCHB plus 5 years' experience after registration with the HPCSA, plus initial registration and current registration with HPCSA as a Medical Practitioner in respect of South African qualified applicants. Six years' relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa.

**DUTIES** : Rendering of clinical services, which includes examination and treatment of patients, emergencies, ward rounds and minor operation procedures. Patient administration and reporting. Be part of multidisciplinary clinical team; provide training and leadership to medical students; medical interns, nurses and medical officers.

**ENQUIRIES** : Mr. I Zitha, Tel No: (013) 755 5100  
**APPLICATIONS** : The District Manager; Ehlanzeni District Office; Private Bag X 11278; Mbombela, 1200 or Hand delivered to: 66 Anderson Street; Mbombela, 1200.

**FOR ATTENTION** : Mr. Isaac Zitha

<b><u>POST 10/157</u></b>	:	<b><u>MEDICAL OFFICER GR 2 REF NO: MPDOH/MARCH/20/09</u></b>
<b><u>SALARY</u></b>	:	R938 964 – R1 026 693 per annum plus rural allowance & commuted overtime to officials who meet the requirements OSD requirements in line with the years of experience and qualifications.
<b><u>CENTRE REQUIREMENTS</u></b>	:	Bethal Hospital Appropriate qualification in the Health Science – MBCHB plus 5 years' experience after registration with the HPCSA, plus initial registration and current registration with HPCSA as a Medical Practitioner in respect of South African qualified applicants. Six years' relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa.
<b><u>DUTIES</u></b>	:	Be able to treat most of the common conditions. Patient safety incident, clinical risk and MMR. Improve quality of care by providing appropriate clinical care. Reduce medical litigation by exercising good clinical ethos. Implement and monitor adherence to National Core Standards, participate in all activities of 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, ICD 10 coding and record keeping is done. Performing commuted overtime rendering of after hour duties to provide continuous uninterrupted care of patients.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Mr. C D Mnisi Tel No: (017) 811 1642 The District Manager; Gert Sibande District Office; Private Bag X9028; Ermelo, 2350 or Hand delivered to: 34 Joubert Street; (Old ABSA Building) Ermelo, 2350.
<b><u>FOR ATTENTION</u></b>	:	Mr. M A Dhladhla
<b><u>POST 10/158</u></b>	:	<b><u>ASSISTANT MANAGER: PHARMACY REF NO: MPDOH/MARCH/20/10</u></b>
<b><u>SALARY</u></b>	:	R897 936 - R1 042 095 per annum. (OSD requirements depending on years of experience)
<b><u>CENTRE REQUIREMENTS</u></b>	:	Bethal Hospital Appropriate bachelor of Pharmacy Degree or Basic qualification accredited with the South African Pharmacy Council (SAPC) that allows African Pharmacy Council (SAPC) that allows registration with the SAPC as a Pharmacist. Registration with the SAPC as a Pharmacist. A minimum of 7 years appropriate experience after registration as a Pharmacist with the SAPC. Valid South African driver's license. Knowledge and Skills: Knowledge of ARV Programme. (Internship and Community Service excluded)
<b><u>DUTIES</u></b>	:	Render a comprehensive, professional and quality pharmaceutical service in the form of support, assistance, execution of duties and performing of acts, in line with relevant policies, standard operational procedures and legislation. Training of staff: Pharmacist assistants, Interns and other pharmacy support personnel. Supervision of pharmacy personnel/subordinates. Dispensing of medication: Giving medicine information and patient counselling in order to supply patients with their prescribed medicines to ensure better health and patient outcomes. Ensure availability of medicines at the hospital and the surrounding clinics (Management and control of medicine stock: Issuing of ward stock and scheduled medication, calculating stock levels, conduct ward rounds, check emergency trolleys/ rooms, visit clinics, control expired medication, maintain drug registers (schedule 5, 6 and donation). Ensure adherence to Good 34 Pharmacy Practice rules and regulations. Implementation and maintaining of a referral system. Perform other related tasks as delegated. Participate in Quality Assurance programme.
<b><u>ENQUIRIES</u></b>	:	Mr. C D Mnisi Tel No: (017) 811 1642

**APPLICATIONS** : The District Manager; Gert Sibande District Office; Private Bag X9028; Ermelo, 2350 or Hand delivered to: 34 Joubert Street; (Old ABSA Building) Ermelo, 2350.

**FOR ATTENTION** : Mr. M A Dhladhla

**POST 10/159** : **DEPUTY MANAGER: NURSING REF NO: MPDOH/MARCH/20/11**

**SALARY** : R843 618 – R949 482 per annum. OSD requirements in line with the years of experience and qualifications.

**CENTRE** : Mapulaneng Hospital

**REQUIREMENTS** : National Senior Certificate/Grade 12 or equivalent, Degree/Diploma in Nursing Administration, Current SANC annual registration (2019), A minimum of 10 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing and 92 midwifery. At least 5 years of the period referred to must be appropriate/recognizable experience at Management level, Diploma in PHC/Diploma in Community Health, Valid Driver's License, Certificate of service from previous employers is compulsory, please include verification of employment from current employer, which must be endorsed and signed by Human Resource, Applications in possession of a foreign qualification must attach the evaluation certificate from the SAQA to their application. Recommendation Computer Literacy Knowledge, Skills, Trainings And Competencies Required For The Post: Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework: Nursing Act, Health Act, Health Act, Skills Development Act, Public Service Regulations, Labour Relations Act, Occupational Health and Safety act, Patients' Rights, Batho Pele Principles, Leadership, management, planning, Organizing, decision making, delegate, problem solving, discipline, control, Effective Co-ordination skills, mentorship and report writing skills, Clinical competencies and policy formulation skills, Knowledge of nursing care delivery approach. Good verbal and written communication skills, Mentorship and supervisory skills, Computer literacy, DHIS and TIER.NET, Knowledge and understanding of Human Resource and Financial practices.

**DUTIES** : Provide leadership a strategic direction in the Nursing Component, Strategic leadership, delegate, supervise & coordinate the provision of effective and efficient patient care through adequate nursing care. To execute duties and functions with proficiency in support of aims and strategic objectives of the institution and of the Department of Health, Knowledge of nursing care processes, procedures, nursing statuses and other relevant legal framework such as: Nursing Act, health Act, Skills Development Act, Public Service Regulations, Labour Relations Act, Occupational Health & Safety Act, Patients' Rights, Batho Pele principles, etc. Mentorship and Supervisory skills. Represent Nursing Component in the senior Management Team. Demonstrate CHC commitments to quality nursing care and ensure compliance with national core standards/Ideal clinic, Advocate and ensure the promotion of nursing ethos and professionalism. Manage and ensure efficient utilization of allocated human resources, financial and non-financial resources, Deal with disciplinary and grievances matters. Ensure provision of effective and efficient infection control services in the institution and affiliate primary, health care services, monitoring and evaluation of patients care delivery in the institution, initiate and participate in health promotion to ensure consistent communication of relevant, accurate & comprehensive information on health care, Development/establish and maintain constructive working relationship between nursing staff & other stakeholders (i.e. inter-professional, inter-sectoral & multidisciplinary teamwork). Formulation and implementation of nursing guidelines, practices, standards & procedures.

**ENQUIRIES** : Mr. I Zitha Tel No: (013) 755 5100



**APPLICATIONS** : The District Manager; Ehlanzeni District Office; Private Bag X 11278; Mbombela, 1200 or Hand delivered to: 66 Anderson Street; Mbombela, 1200.

**FOR ATTENTION** : Mr. Isaac Zitha

**POST 10/160** : **PHARMACIST SUPERVISOR GRADE 1 REF NO: MPDOH/MARCH/20/12**

**SALARY** : R821 205 – R871 590 per. annum. OSD requirements in line with the years of experience and qualifications.

**CENTRE REQUIREMENTS** : Bernice Samuel Hospital  
Pharmacy Degree or equivalent qualification. Current registration with the SA Pharmacy Council. Conversant with current Pharmaceutical and related legislation. Core competencies recommended: Commitment to quality development of self and others. Computer literacy, good interpersonal relations. Skills: Good written and verbal communication skills. Strong leadership and management skills.

**DUTIES** : Ensure proper selection and procurement of drugs and surgical items for the hospital. Ensure rational use of drugs. Develop a hospital medicine formulary. Monitor expenditure on pharmaceutical and surgical items. Perform stock control functions. Ensure proper reconciliation of pharmaceutical accounts. Supervise and train pharmacy support staff, Interns, Community Servers and Junior Pharmacists.

**ENQUIRIES APPLICATIONS** : Ms. S Matheba: Tel No: (013) 658 1070  
The District Manager; Nkangala District Office; Private Bag X 7296; Emalahleni, 1035 or Piet Koornhof Building; Justice Street, Emalahleni, 1035.

**FOR ATTENTION** : Ms. S Matheba

**POST 10/161** : **MEDICAL OFFICER GR 1 REF NO: MPDOH/MARCH/20/13 (X2 POSTS)**

**SALARY** : R821 205 – R884 670 per annum plus commuted overtime to officials who meet the requirements. OSD requirements in line with the years of experience and qualifications.

**CENTRE REQUIREMENTS** : Middelburg Hospital  
Appropriate qualification in the Health Science – MBCHB plus initial registration and current registration with HPCSA as a Medical Practitioner. No experience required from South African qualified applicants. One year relevant experience after registration as a Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa.

**DUTIES** : Rendering of clinical services, which includes examination and treatment of patients, emergencies, ward rounds and minor operation procedures. Patient administration and reporting. Be part of multidisciplinary clinical team; provide training and leadership to medical students; medical interns, nurses and medical officers.

**ENQUIRIES APPLICATIONS** : Ms. S Matheba Tel No: (013) 658 1070  
The District Manager; Nkangala District Office; Private Bag X 7296; Emalahleni, 1035 or Piet Koornhof Building; Justice Street, Emalahleni, 1035.

**FOR ATTENTION** : Ms. S Matheba

**POST 10/162** : **MEDICAL OFFICER GR 1 REF NO: MPDOH/MARCH/20/14**

**SALARY** : R821 205 – R884 670 per annum plus commuted overtime to officials who meet the requirements. OSD requirements in line with the years of experience and qualifications.)

**CENTRE REQUIREMENTS** : Themba Hospital  
Appropriate qualification in the Health Science – MBCHB plus initial registration and current registration with HPCSA as a Medical Practitioner.

		No experience required from South African qualified applicants. One year relevant experience after registration as a Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa.
<b><u>DUTIES</u></b>	:	Rendering of clinical services, which includes examination and treatment of patients, emergencies, ward rounds and minor operation procedures. Patient administration and reporting. Be part of multidisciplinary clinical team; provide training and leadership to medical students; medical interns, nurses and medical officers.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Mr. I Zitha Tel No: (013) 755 5100
	:	The District Manager; Ehlanzeni District Office; Private Bag X 11278; Mbombela, 1200 or Hand delivered to: 66 Anderson Street; Mbombela, 1200.
<b><u>FOR ATTENTION</u></b>	:	Mr. Isaac Zitha
<b><u>POST 10/163</u></b>	:	<b><u>MEDICAL OFFICER GR 1 REF NO: MPDOH/MARCH/20/15</u></b>
<b><u>SALARY</u></b>	:	R821 205 – R884 670 per annum plus commuted overtime to officials who meet the requirements. OSD requirements in line with the years of experience and qualifications.
<b><u>CENTRE REQUIREMENTS</u></b>	:	Bethal Hospital
	:	Appropriate qualification in the Health Science – MBCHB plus initial registration and current registration with HPCSA as a Medical Practitioner. No experience required from South African qualified applicants. One year relevant experience after registration as a Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa.
<b><u>DUTIES</u></b>	:	Rendering of clinical services, which includes examination and treatment of patients, emergencies, ward rounds and minor operation procedures. Patient administration and reporting. Be part of multidisciplinary clinical team; provide training and leadership to medical students; medical interns, nurses and medical officers.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Mr. C D Mnisi Tel No: (017) 811 1642
	:	The District Manager; Gert Sibande District Office; Private Bag X9028; Ermelo, 2350 or Hand delivered to: 34 Joubert Street; (Old ABSA Building) Ermelo, 2350
<b><u>FOR ATTENTION</u></b>	:	Mr. M A Dhladhla
<b><u>POST 10/164</u></b>	:	<b><u>FORENSIC MEDICAL OFFICER GR 1 REF NO: MPDOH/MARCH/20/16</u></b>
<b><u>SALARY</u></b>	:	R821 205 – R884 670 per annum plus commuted overtime to officials who meet the requirements. OSD requirements in line with the years of experience and qualifications.
<b><u>CENTRE</u></b>	:	Standerton Mortuary - Forensic Pathology Service Facility (Lekwa & Pixley KaSeme Sub-District)
<b><u>REQUIREMENTS</u></b>	:	MBCHB degree or equivalent qualification from a recognized University. Current registration with the HPCSA as a medical practitioner. A valid work permit for non-South African citizens. Minimum of 2 years' experience after community service. Sound knowledge of medical ethics. Additional experience in relevant discipline will serve as a recommendation. Candidates with a Diploma in Forensic Medicine will receive first preference. A driver's license, as the officer will be expected to travel throughout the Province. Competencies: Knowledge of current literature, current protocols, legislation, regulations and policies. Good Communication, problem solving and conflict management skills Report writing skills Computer literacy.
<b><u>DUTIES</u></b>	:	Facilitate the rendering of Forensic Pathology Services in Mpumalanga. Provide professional support and training to general practitioners/medical officers and other health professionals. Conduct complex and/or complicated forensic post-mortem examinations in Forensic Pathology

Service facilities in Mpumalanga. Foster strategic links with key stakeholders both within and outside Mpumalanga Province. Provide professional advice and support to the Provincial Leadership on matters related to FPS.

**ENQUIRIES** : Mr. C D Mnisi Tel No: (017) 811 1642  
**APPLICATIONS** : The District Manager; Gert Sibande District Office; Private Bag X9028; Ermelo, 2350 or Hand delivered to: 34 Joubert Street; (Old ABSA Building) Ermelo, 2350.  
**FOR ATTENTION** : Mr. M A Dhladhla

**POST 10/165** : **DEPUTY DIRECTOR: INTERNAL COMMUNICATION AND PUBLICATIONS REF NO: MPDOH/MARCH/20/17**

**SALARY** : R733 257 per annum. (All Inclusive Package)  
**CENTRE** : Provincial Office, Nelspruit  
**REQUIREMENTS** : Tertiary qualification in Communication at NQF Level 7 plus three (03) years relevant experience in an Internal Communication and Publications at supervisory/management level (ASD). Knowledge government procurement systems, of the Constitution, Public Finance Management Act (PFMA), Treasury Regulation, PPPFA and a valid driver's licence. Skills and Competencies: Interpersonal skills; strategic capability and leadership Skills; legal research and drafting skills; problem solving and dispute resolution skills. Communication skills (written and verbal); Computer literacy, report writing skills. Possession of a valid drivers licence. Ability to work under pressure.

**DUTIES** : Develop and implement Internal Communication and publications strategies. Manage the corporate image of the Department by amongst others, providing technical advice regarding production of publications and promotional materials. Liaise with suppliers regarding production of publications and promotional materials. Manage internal Communication activities. Manage the compilation and production of the Departmental newsletter. Manage the maintenance of the Departmental intranet and website. Manage staff within the directorate.

**ENQUIRIES** : Ms. Glory Mokone Tel No: (013) 766 3340  
**APPLICATIONS** : The Head: Health; Provincial Office; Private Bag X 11285; Mbombela, 1200 or Hand delivered to: Indwe Building, Government Boulevard, Riverside Park, Ext 2, Mbombela, 1200.

**FOR ATTENTION** : Ms. Glory Mokone

**POST 10/166** : **DEPUTY DIRECTOR: MARKETING AND EXTERNAL COMMUNICATION REF NO: MPDOH/MARCH/20/18**

**SALARY** : R733 257 per annum (All Inclusive Package)  
**CENTRE** : Provincial Office, Nelspruit  
**REQUIREMENTS** : Tertiary qualification in Communication at NQF Level 7 plus three (03) years relevant experience in Marketing and External Communication at supervisory/management level (ASD). Knowledge government procurement systems, of the Constitution, Public Finance Management Act (PFMA), Treasury Regulation, PPPFA and a valid driver's licence. Skills and Competencies: Interpersonal skills; strategic capability and leadership Skills; legal research and drafting skills; problem solving and dispute resolution skills. Communication skills (written and verbal); Computer literacy, report writing skills. Possession of a valid driver's licence. Ability to work under pressure.

**DUTIES** : Develop and implement Marketing and External Communication strategies. Coordinate and manage all Departmental events. Coordinate and manage the branding of all departmental events. Coordinate and manage the dissemination of information. Attend and coordinate all plenary meetings for Departmental events. Liaise with external stakeholders regarding all departmental events and activities. Manage staff within the directorate. Coordinate the deployment of officials to various events.

**ENQUIRIES APPLICATIONS** : Ms. Glory Mokone Tel No: (013) 766 3340  
 : The Head: Health; Provincial Office; Private Bag X 11285; Mbombela, 1200 or Hand delivered to: Indwe Building, Government Boulevard, Riverside Park, Ext 2, Mbombela, 1200.

**FOR ATTENTION** : Ms. Glory Mokone

**POST 10/167** : **CLINICAL PSYCHOLOGIST GR 1 REF NO: MPDOH/MARCH/20/19**

**SALARY** : R713 361 – R784 278 per annum. OSD requirements in line with the years of experience and qualifications.

**CENTRE REQUIREMENTS** : Ermelo Hospital  
 : An appropriate Master's Degree in Clinical or Counselling Psychology. Registered as a Clinical or counselling Psychologist with Health Professions Council of South Africa (HPCSA). Applicant must have at least 5 years' experience as a clinical or counselling psychologist. Remove the RED and indicate that the applicant must have completed one year community service. Experience in research methodology, programme development and report writing will be an added recommendation. Must be computer literate. A valid driver's license.

**DUTIES** : Develop and formulate policies and guidelines. Develop needs based psychological programmes and services. Develop tools to monitor and evaluate psychological programmes and services. Manage resources and ensure control over documentation in the directorate. Report writing. Financial management. Liaise with and establish partnership with relevant stakeholders.

**ENQUIRIES APPLICATIONS** : Mr. C D Mnisi Tel No: (017) 811 1642  
 : The District Manager; Gert Sibande District Office; Private Bag X9028; Ermelo, 2350 or Hand delivered to: 34 Joubert Street; (Old ABSA Building) Ermelo, 2350.

**FOR ATTENTION** : Mr. M A Dhladhla

**POST 10/168** : **ASSISTANT MANAGER: PHC REF NO: MPDOH/MARCH/20/20**

**SALARY** : R614 991 – R692 166 per annum. OSD requirements in line with the years of experience and qualifications.

**CENTRE REQUIREMENTS** : Msukaligwa Sub-District  
 : Basic R425 qualification. Diploma/Degree in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse, Post-Basic qualification in nursing qualification with duration of at least 1-year in Curative Skills in Primary Health Care accredited with the SANC. 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. Possession of a valid drivers' licence.

**DUTIES** : Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care. Coordinate and monitor the implementation of nursing care plan and evaluation thereof. Provide relevant health information to health care users to assist in achieving optimal health care and rehabilitation of patients. Maintain constructive working relationship with nursing and other stakeholders (i.e. inter-professional, intersect oral and multi-disciplinary teamwork. Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures. Manage and monitor proper utilization of human, financial and physical resources. Overall management of Clinical, Human Resource Management, Financial and Supply Chain Management for the PHC facilities within the Sub-District. Facilitate the development of community participation programmes and support facility based services for the geographical area. Ensure implementation of standards for safe patient care for the PHC platform. Responsible for planning, co-ordination, supervision and control of PHC

services for the geographical area. Ensure that prescribed policies and procedures are implemented and contribute to quality patient care. Personnel development, i.e. assessing in-service training needs and planning for PHC platform.

**ENQUIRIES** : Mr. C D Mnisi Tel No: (017) 811 1642  
**APPLICATIONS** : The District Manager; Gert Sibande District Office; Private Bag X9028; Ermelo, 2350 or Hand delivered to: 34 Joubert Street; (Old ABSA Building) Ermelo, 2350.

**FOR ATTENTION** : Mr. M A Dhladhla

**POST 10/169** : **ASSISTANT MANAGER: PHC REF NO: MPDOH/MARCH/20/21**

**SALARY** : R614 991 – R692 166 per annum. OSD requirements in line with the years of experience and qualifications.

**CENTRE** : Lekwa Sub-District  
**REQUIREMENTS** : Basic R425 qualification. Diploma/Degree in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse, Post-Basic qualification in nursing qualification with duration of at least 1-year in Curative Skills in Primary Health Care accredited with the SANC. 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. Possession of a valid drivers' licence.

**DUTIES** : Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care. Coordinate and monitor the implementation of nursing care plan and evaluation thereof. Provide relevant health information to health care users to assist in achieving optimal health care and rehabilitation of patients. Maintain constructive working relationship with nursing and other stakeholders (i.e. inter-professional, intersect oral and multi-disciplinary teamwork. Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures. Manage and monitor proper utilization of human, financial and physical resources. Overall management of Clinical, Human Resource Management, Financial and Supply Chain Management for the PHC facilities within the Sub-District. Facilitate the development of community participation programmes and support facility based services for the geographical area. Ensure implementation of standards for safe patient care for the PHC platform. Responsible for planning, co-ordination, supervision and control of PHC services for the geographical area. Ensure that prescribed policies and procedures are implemented and contribute to quality patient care. Personnel development, i.e. assessing in-service training needs and planning for PHC platform.

**ENQUIRIES** : Mr. C D Mnisi Tel No: (017) 811 1642  
**APPLICATIONS** : The District Manager; Gert Sibande District Office; Private Bag X9028; Ermelo, 2350 or Hand delivered to: 34 Joubert Street; (Old ABSA Building) Ermelo, 2350.

**FOR ATTENTION** : Mr. M A Dhladhla

**POST 10/170** : **REGISTERED COUNCILLOR GRADE 1 REF NO: MPDOH/MARCH/20/22**

**SALARY** : R579 147 – R642 765 per annum. (OSD requirements depending on qualifications and experience)

**CENTRE** : Piet Retief Hospital  
**REQUIREMENTS** : Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Registered Councillor in a relevant registration category (e.g. clinical, counselling, education, industrial, research psychology). Registration with the HPCSA in a relevant registration category (e.g. clinical, counselling, education,

industrial, research psychology) and proof of current registration. Grade 1: (No experience required after registration with the HPCSA as Registered Councillor in respect of RSA qualified employees).

**DUTIES** : Assessing clients' needs/abilities or behaviour using a variety of methods, including psychometric tests, interviews and direct observation of behaviour. Working as part of multi-disciplinary team alongside doctors, nurses, social workers, health professionals, health visitors, psychiatrists and occupational therapists, devising and monitoring appropriate treatment programs, including therapy. Counselling or advice, in collaboration with colleagues, offering therapy and treatment and treatments for difficulties relating to mental health problems such as anxiety, depression, addiction, social and interpersonal problems and challenging behaviour, developing and evaluating service provision for clients, providing consultation to other professions, encouraging a psychological approach in their work, counselling and supporting careers, carrying out applied research, adding to the evidence base of practice in a variety of healthcare settings.

**ENQUIRIES** : Mr. C D Mnisi Tel No: (017) 811 1642  
**APPLICATIONS** : The District Manager; Gert Sibande District Office; Private Bag X9028; Ermelo, 2350 or Hand delivered to: 34 Joubert Street; (Old ABSA Building) Ermelo, 2350.

**FOR ATTENTION** : Mr. M A Dhladhla

**POST 10/171** : **OPERATIONAL MANAGER (PNB-3) REF NO: MPDOH/MARCH/20/23**

**SALARY** : R562 800 – R633 432 per annum. (OSD requirements in line with the years of experience and qualifications.)

**CENTRE** : Rockdale Clinic  
**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. Post-basic nursing qualification with a duration of at least 1 year in Clinical Nursing Science: Health Assessment, Treatment and Care R48 accredited with the SANC. Registration with a professional council: Current registration with the SANC as Professional Nurse. Experience: A minimum of 9 years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirements of the job: Valid (Code B/EB) driver's licence and willingness to travel. Competencies (knowledge/skills): Good interpersonal-, leadership and communication skills, strong sense of responsibility. Demonstrate an in-depth knowledge of nursing and public service legislation, regulations and Departmental Policies. Knowledge of Human resource and financial guidelines, policies and protocols. In depth knowledge and application of Ideal clinic and National Core Standards. Knowledge of Community Oriented Primary care.

**DUTIES** : Manage, control and act in all facets of Health, support, security, cleaning, Infection control and ground services, personnel matters, including supervision and Performance Management, Finances and Procurement. Implement policies, prescripts and protocols regarding the above-mentioned facets within the parameters of the Ideal clinic standards. Manage and plan to practice a holistic health service on a short/medium/long term basis. Render Clinical Services and organise a cost effective service on a daily basis and participate in Community involvement. Ensure that all personnel undergo training according to their Individual Development and Performance Plans. Collect, verify and submit accurate statistics timeously.

**ENQUIRIES** : Ms. S Matheba Tel No: (013) 658 1070

**APPLICATIONS** : The District Manager; Nkangala District Office; Private Bag X 7296; Emalahleni, 1035 or Piet Koornhof Building; Justice Street, Emalahleni, 1035.

**FOR ATTENTION** : Ms. S Matheba

**POST 10/172** : **OPERATIONAL MANAGER NURSING: SPECIALTY (MATERNITY)**  
**REF NO: MPDOH/MARCH/20/24**

**SALARY** : R562 800 – R633 432 per annum. (OSD requirements in line with the years of experience and qualifications.)

**CENTRE** : Carolina Hospital

**REQUIREMENTS** : Grade 12/Matric certificate. Degree or Diploma in General Nursing. Post basic Nursing qualification with at least one (1) year accredited with SANC in Advanced Midwifery. Current registration with SANC 2020. A minimum of nine (9) years appropriate experience in nursing after registration as a Professional Nurse. At least five (5) years referred above must be appropriate/recognizable experience in the specific specialty after obtaining one (1) year post basic qualification in the relevant Specialty. Certificate of service endorsed by Human Resource Management. Proof of current and previous experience endorsed by Supervisor. Knowledge, Skills, Training and Competencies required: Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues 97 including more complex report writing when required. Work as a part of multidisciplinary team at unit level to ensure nursing care by nursing team. Work efficiently and amicable at a supervisory level with persons of diverse intellectual, cultural, racial or religious difference. Able to manage own work, time and that of junior colleague's to ensure proper nursing service in the unit. Understand and in-depth understanding of nursing and related legal and ethical nursing practice and how this impacts on service delivery.

**DUTIES** : Coordination of optimal, holistic specialized nursing care provided within set standards and a professional/ legal framework. Manage effectively the utilization and supervision of human and financial resources. Efficient integrated implementation of appropriate packages of care to ensure good outcomes in Maternal, Child and Women's Health. Provision of effective support to nursing services. Facilitate implementation of recommendations and information from perinatal mortality meetings. Maintain professional growth/ ethical standards and self- development Coordination of the provision of effective training and research. Develop/ establish and maintain constructive relationships with the multi-disciplinary team. Management of complaints and patient safety incidents. Mr. C D Mnisi Tel No: (017) 811 1642

**ENQUIRIES** : Mr. C D Mnisi Tel No: (017) 811 1642

**APPLICATIONS** : The District Manager; Gert Sibande District Office; Private Bag X9028; Ermelo, 2350 or Hand delivered to: 34 Joubert Street; (Old ABSA Building) Ermelo, 2350.

**FOR ATTENTION** : Mr. M A Dhladhla

**POST 10/173** : **OPERATIONAL MANAGER (PNB-3) REF NO: MPDOH/MARCH/20/25**

**SALARY** : R562 800 – R633 432 per annum. (OSD requirements in line with the years of experience and qualifications).

**CENTRE** : Waterval Boven Gate Clinic

**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. Post-basic nursing qualification with a duration of at least 1 year in Clinical Nursing Science: Health Assessment, Treatment and Care R48 accredited with the SANC. Registration with a professional council: Current registration with the SANC as Professional Nurse. Experience: A minimum of 9 years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be

appropriate/recognisable experience after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirements of the job: Valid (Code B/EB) driver's licence and willingness to travel. Competencies (knowledge/skills): Good interpersonal-, leadership and communication skills, strong sense of responsibility. Demonstrate an in-depth knowledge of nursing and public service legislation, regulations and Departmental Policies. Knowledge of Human resource and financial guidelines, policies and protocols. In depth knowledge and application of Ideal clinic and National Core Standards. Knowledge of Community Oriented Primary care.

**DUTIES** : Manage, control and act in all facets of Health, support, security, cleaning, Infection control and ground services, personnel matters, including supervision and Performance Management, Finances and Procurement. Implement policies, prescripts and protocols regarding the above-mentioned facets within the parameters of the Ideal clinic standards. Manage and plan to practice a holistic health service on a short/medium/long term basis. Render Clinical Services and organise a cost effective service on a daily basis and participate in Community involvement. Ensure that all personnel undergo training according to their Individual Development and Performance Plans. Collect, verify and submit accurate statistics timeously.

**ENQUIRIES** : Ms. S Matheba Tel No: (013) 658 1070  
**APPLICATIONS** : The District Manager; Nkangala District Office; Private Bag X 7296; Emalahleni, 1035 or Piet Koornhof Building; Justice Street, Emalahleni, 1035.

**FOR ATTENTION** : Ms. S Matheba

**POST 10/174** : **OPERATIONAL MANAGER (PNB-3) REF NO: MPDOH/MARCH/20/26**

**SALARY** : R562 800 – R633 432 per annum. (OSD requirements depending on years of experience)

**CENTRE** : Sakhelwe Clinic  
**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. Post-basic nursing qualification with a duration of at least 1 year in Clinical Nursing Science: Health Assessment, Treatment and Care R48 accredited with the SANC. Registration with a professional council: Current registration with the SANC as Professional Nurse. Experience: A minimum of 9 years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirements of the job: Valid (Code B/EB) driver's licence and willingness to travel. Competencies (knowledge/skills): Good interpersonal-, leadership and communication skills, strong sense of responsibility. Demonstrate an in-depth knowledge of nursing and public service legislation, regulations and Departmental Policies. Knowledge of Human resource and financial guidelines, policies and protocols. In depth knowledge and application of Ideal clinic and National Core Standards. Knowledge of Community Oriented Primary care.

**DUTIES** : Manage, control and act in all facets of Health, support, security, cleaning, Infection control and ground services, personnel matters, including supervision and Performance Management, Finances and Procurement. Implement policies, prescripts and protocols regarding the above-mentioned facets within the parameters of the Ideal clinic standards. Manage and plan to practice a holistic health service on a short/medium/long term basis. Render Clinical Services and organise a cost effective service on a daily basis and participate in Community involvement. Ensure that all personnel undergo training according to their



Individual Development and Performance Plans. Collect, verify and submit accurate statistics timeously.

**ENQUIRIES APPLICATIONS** : Ms. S Matheba Tel No: (013) 658 1070

: The District Manager; Nkangala District Office; Private Bag X 7296; Emalahleni, 1035 or Piet Koornhof Building; Justice Street, Emalahleni, 1035.

**FOR ATTENTION** : Ms. S Matheba

**POST 10/175** : **OPERATIONAL MANAGER (PNB-3) REF NO: MPDOH/MARCH/20/27**

**SALARY** : R562 800 – R633 432 per annum. (OSD requirements depending on years of experience)

**CENTRE REQUIREMENTS** : Hendrina Clinic

: 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. Post-basic nursing qualification with a duration of at least 1 year in Clinical Nursing Science: Health Assessment, Treatment and Care R48 accredited with the SANC. Registration with a professional council: Current registration with the SANC as Professional Nurse. Experience: A minimum of 9 years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirements of the job: Valid (Code B/EB) driver's licence and willingness to travel. Competencies (knowledge/skills): Good interpersonal-, leadership and communication skills, strong sense of responsibility. Demonstrate an in-depth knowledge of nursing and public service legislation, regulations and Departmental Policies. Knowledge of Human resource and financial guidelines, policies and protocols. In depth knowledge and application of Ideal clinic and National Core Standards. Knowledge of Community Oriented Primary care.

**DUTIES** : Manage, control and act in all facets of Health, support, security, cleaning, Infection control and ground services, personnel matters, including supervision and Performance Management, Finances and Procurement. Implement policies, prescripts and protocols regarding the above-mentioned facets within the parameters of the Ideal clinic standards. Manage and plan to practice a holistic health service on a short/medium/long term basis. Render Clinical Services and organise a cost effective service on a daily basis and participate in Community involvement. Ensure that all personnel undergo training according to their Individual Development and Performance Plans. Collect, verify and submit accurate statistics timeously.

**ENQUIRIES APPLICATIONS** : Ms. S Matheba Tel No: (013) 658 1070

: The District Manager; Nkangala District Office; Private Bag X 7296; Emalahleni, 1035 or Piet Koornhof Building; Justice Street, Emalahleni, 1035.

**FOR ATTENTION** : Ms. S Matheba

**POST 10/176** : **OPERATIONAL MANAGER (PNB-3) REF NO: MPDOH/MARCH/20/28**

**SALARY** : R562 800 – R633 432 per annum. (OSD requirements depending on years of experience)

**CENTRE REQUIREMENTS** : Botleng CHC

: 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. Post-basic nursing qualification with a duration of at least 1 year in Clinical Nursing Science: Health Assessment, Treatment and Care R48 accredited with the SANC. Registration with a professional council: Current registration with the SANC as Professional Nurse.

Experience: A minimum of 9 years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirements of the job: Valid (Code B/EB) driver's licence and willingness to travel. Competencies (knowledge/skills): Good interpersonal-, leadership and communication skills, strong sense of responsibility. Demonstrate an in-depth knowledge of nursing and public service legislation, regulations and Departmental Policies. Knowledge of Human resource and financial guidelines, policies and protocols. In depth knowledge and application of Ideal clinic and National Core Standards. Knowledge of Community Oriented Primary care.

**DUTIES** : Manage, control and act in all facets of Health, support, security, cleaning, Infection control and ground services, personnel matters, including supervision and Performance Management, Finances and Procurement. Implement policies, prescripts and protocols regarding the above-mentioned facets within the parameters of the Ideal clinic standards. Manage and plan to practice a holistic health service on a short/medium/long term basis. Render Clinical Services and organise a cost effective service on a daily basis and participate in Community involvement. Ensure that all personnel undergo training according to their Individual Development and Performance Plans. Collect, verify and submit accurate statistics timeously.

**ENQUIRIES** : Ms. S Matheba: Tel No: (013) 658 1070  
**APPLICATIONS** : The District Manager; Nkangala District Office; Private Bag X 7296; Emalahleni, 1035 or Piet Koornhof Building; Justice Street, Emalahleni, 1035.

**FOR ATTENTION** : Ms. S Matheba

**POST 10/177** : **OPERATIONAL MANAGER (PNB-3) THEATRE REF NO: MPDOH/MARCH/20/29 (X2 POSTS)**

**SALARY** : R562 800 – R633 432 per annum. (OSD requirements depending on years of experience)

**CENTRE** : Lydenburg Hospital  
**REQUIREMENTS** : Diploma/Degree in Nursing or equivalent qualification that allows registration with South African Nursing Council (SANC) as General Nurse. Post–basic qualification in Operational Theatre Technique with at least one year registration with South African Nursing Council (SANC). A minimum of nine (9) Years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing At least five (5) years of the period referred to above must be year's appropriate/recognizable experience in the specific speciality (Operational Theatre) after obtaining the one (1) year post basic qualification in Operating Theatre. Proof of previous and current work experience (Certificate of Service/s) endorsed and stamped by HR must be attached. Knowledge, Skills and Competencies knowledge of South African Nursing Council (SANC) rules and regulations Knowledge of Public service policies, Acts and regulations Sound Knowledge of scope of Practice Good communication, leadership, interpersonal and problem solving skills Decision making and problem solving skills Conflict Management and negotiation skills Knowledge of code of conduct and Labour relations Knowledge of Batho Pele Principles and Patient Right Charter Ability to plan and organise own work and ensure proper nursing care.

**DUTIES** : Provision of Quality Nursing care through the implementation of standards, policies and procedures coupled with supervision and monitoring the implantation thereof. To participate in Quality Improvement Plan and Clinical audit Oversee CSSD Component Identity, develop and control Risk Management systems within the unit Uphold the Batho Pele and Patients' Rights Principles Provide safe therapeutic environment as

laid by the nursing act, Occupation Health and Safety act and all the applicable prescripts Maintain accurate and complete patient's records according to legal requirements. Implementation and management of Infection Prevention and Control protocols. Manage and supervise effective utilization of all resource in your component Exercise control over drip line, grievances and Labour relation issues according to the laid down policies procedures Participate in the performance reviews, i.e. EPMSD as well as student progress reports

**ENQUIRIES** : Mr. I Zitha Tel No: (013) 755 5100  
**APPLICATIONS** : The District Manager; Ehlanzeni District Office; Private Bag X 11278; Mbombela, 1200 or Hand delivered to: 66 Anderson Street; Mbombela, 1200.

**FOR ATTENTION** : Mr. Isaac Zitha

**POST 10/178** : **OPERATIONAL MANAGER (PNB-3) REF NO: MPDOH/MARCH/20/30**

**SALARY** : R562 800 – R633 432 per annum. (OSD requirements depending on years of experience)

**CENTRE** : Zwelisha Clinic  
**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. Post-basic nursing qualification with a duration of at least 1 year in Clinical Nursing Science: Health Assessment, Treatment and Care R48 accredited with the SANC. Registration with a professional council: Current registration with the SANC as Professional Nurse. Experience: A minimum of 9 years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirements of the job: Valid (Code B/EB) driver's licence and willingness to travel. Competencies (knowledge/skills): Good interpersonal-, leadership and communication skills, strong sense of responsibility. Demonstrate an in-depth knowledge of nursing and public service legislation, regulations and Departmental Policies. Knowledge of Human resource and financial guidelines, policies and protocols. In depth knowledge and application of Ideal clinic and National Core Standards. Knowledge of Community Oriented Primary care.

**DUTIES** : Manage, control and act in all facets of Health, support, security, cleaning, Infection control and ground services, personnel matters, including supervision and Performance Management, Finances and Procurement. Implement policies, prescripts and protocols regarding the above-mentioned facets within the parameters of the Ideal clinic standards. Manage and plan to practice a holistic health service on a short/medium/long term basis. Render Clinical Services and organise a cost effective service on a daily basis and participate in Community involvement. Ensure that all personnel undergo training according to their Individual Development and Performance Plans. Collect, verify and submit accurate statistics timeously.

**ENQUIRIES** : Mr. I Zitha Tel No: (013) 755 5100  
**APPLICATIONS** : The District Manager; Ehlanzeni District Office; Private Bag X 11278; Mbombela, 1200 or Hand delivered to: 66 Anderson Street; Mbombela, 1200.

**FOR ATTENTION** : Mr. Isaac Zitha

**POST 10/179** : **OPERATIONAL MANAGER (PNB-3) REF NO: MPDOH/MARCH/20/31**

**SALARY** : R562 800 – R633 432 per annum. (OSD requirements depending on years of experience)

**CENTRE** : Msogwaba Clinic

<b><u>REQUIREMENTS</u></b>	:	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. Post-basic nursing qualification with a duration of at least 1 year in Clinical Nursing Science: Health Assessment, Treatment and Care R48 accredited with the SANC. Registration with a professional council: Current registration with the SANC as Professional Nurse. Experience: A minimum of 9 years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirements of the job: Valid (Code B/EB) driver's licence and willingness to travel. Competencies (knowledge/skills): Good interpersonal-, leadership and communication skills, strong sense of responsibility. Demonstrate an in-depth knowledge of nursing and public service legislation, regulations and Departmental Policies. Knowledge of Human resource and financial guidelines, policies and protocols. In depth knowledge and application of Ideal clinic and National Core Standards. Knowledge of Community Oriented Primary care.
<b><u>DUTIES</u></b>	:	Manage, control and act in all facets of Health, support, security, cleaning, Infection control and ground services, personnel matters, including supervision and Performance Management, Finances and Procurement. Implement policies, prescripts and protocols regarding the above-mentioned facets within the parameters of the Ideal clinic standards. Manage and plan to practice a holistic health service on a short/medium/long term basis. Render Clinical Services and organise a cost effective service on a daily basis and participate in Community involvement. Ensure that all personnel undergo training according to their Individual Development and Performance Plans. Collect, verify and submit accurate statistics timeously.
<b><u>ENQUIRIES</u></b>	:	Mr. I Zitha Tel No: (013) 755 5100
<b><u>APPLICATIONS</u></b>	:	The District Manager; Ehlanzeni District Office; Private Bag X 11278; Mbombela, 1200 or Hand delivered to: 66 Anderson Street; Mbombela, 1200.
<b><u>FOR ATTENTION</u></b>	:	Mr. Isaac Zitha
<b><u>POST 10/180</u></b>	:	<b><u>OPERATIONAL MANAGER (PNB-3) REF NO: MPDOH/MARCH/20/32</u></b>
<b><u>SALARY</u></b>	:	R562 800 – R633 432 per annum. (OSD requirements depending on years of experience)
<b><u>CENTRE</u></b>	:	Sandriver Clinic
<b><u>REQUIREMENTS</u></b>	:	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. Post-basic nursing qualification with a duration of at least 1 year in Clinical Nursing Science: Health Assessment, Treatment and Care R48 accredited with the SANC. Registration with a professional council: Current registration with the SANC as Professional Nurse. Experience: A minimum of 9 years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirements of the job: Valid (Code B/EB) driver's licence and willingness to travel. Competencies (knowledge/skills): Good interpersonal-, leadership and communication skills, strong sense of responsibility. Demonstrate an in-depth knowledge of nursing and public service legislation, regulations and Departmental Policies. Knowledge of Human resource and financial guidelines, policies and protocols. In depth knowledge and application of Ideal clinic and National Core Standards. Knowledge of Community Oriented Primary care.

**DUTIES** : Manage, control and act in all facets of Health, support, security, cleaning, Infection control and ground services, personnel matters, including supervision and Performance Management, Finances and Procurement. Implement policies, prescripts and protocols regarding the above-mentioned facets within the parameters of the Ideal clinic standards. Manage and plan to practice a holistic health service on a short/medium/long term basis. Render Clinical Services and organise a cost effective service on a daily basis and participate in Community involvement. Ensure that all personnel undergo training according to their Individual Development and Performance Plans. Collect, verify and submit accurate statistics timeously.

**ENQUIRIES** : Mr. I Zitha Tel No: (013) 755 5100  
**APPLICATIONS** : The District Manager; Ehlanzeni District Office; Private Bag X 11278; Mbombela, 1200 or Hand delivered to: 66 Anderson Street; Mbombela, 1200.

**FOR ATTENTION** : Mr. Isaac Zitha

**POST 10/181** : **OPERATIONAL MANAGER (PNB-3) REF NO: MPDOH/MARCH/20/33**

**SALARY** : R562 800 – R633 432 per annum. (OSD requirements depending on years of experience)

**CENTRE** : Driekoppies Clinic  
**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. Post-basic nursing qualification with a duration of at least 1 year in Clinical Nursing Science: Health Assessment, Treatment and Care R48 accredited with the SANC. Registration with a professional council: Current registration with the SANC as Professional Nurse. Experience: A minimum of 9 years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate /recognisable experience after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirements of the job: Valid (Code B/EB) driver's licence and willingness to travel. Competencies (knowledge/skills): Good interpersonal-, leadership and communication skills, strong sense of responsibility. Demonstrate an in-depth knowledge of nursing and public service legislation, regulations and Departmental Policies. Knowledge of Human resource and financial guidelines, policies and protocols. In depth knowledge and application of Ideal clinic and National Core Standards. Knowledge of Community Oriented Primary care.

**DUTIES** : Manage, control and act in all facets of Health, support, security, cleaning, Infection control and ground services, personnel matters, including supervision and Performance Management, Finances and Procurement. Implement policies, prescripts and protocols regarding the above-mentioned facets within the parameters of the Ideal clinic standards. Manage and plan to practice a holistic health service on a short/medium/long term basis. Render Clinical Services and organise a cost effective service on a daily basis and participate in Community involvement. Ensure that all personnel undergo training according to their Individual Development and Performance Plans. Collect, verify and submit accurate statistics timeously.

**ENQUIRIES** : Mr. I Zitha; Tel No: (013) 755 5100  
**APPLICATIONS** : The District Manager; Ehlanzeni District Office; Private Bag X 11278; Mbombela, 1200 or Hand delivered to: 66 Anderson Street; Mbombela, 1200.

**FOR ATTENTION** : Mr. Isaac Zitha

**POST 10/182** : **OPERATIONAL MANAGER (PNB-3) REF NO: MPDOH/MARCH/20/34**

**SALARY** : R562 800 – R633 432 per annum. (OSD requirements depending on years of experience)

**CENTRE** : Embhuleni Hospital

**REQUIREMENTS** : Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council as a Professional Nurse. Degree/diploma in Nursing Administration will be an added advantage. A minimum of nine (9) years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least five (5) years of the period referred to above must be appropriate/recognizable experience in a specialty nursing after obtaining the one (1) year post-basic qualification in PHC Nursing Science. Competencies: leadership, ward management/ward administration, planning, organizing, co-ordination and communication skills. Ability to take charge and make appropriate independent decisions. Display empathy for patients, promoting advocacy and facilitating holistic treatment and care. Knowledge of administrative policies and guidelines.

**DUTIES** : Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care. Co-ordinate and monitor the implementation of nursing care plan and evaluation. Implementation of nursing guidelines, standard Operating procedures and nursing protocols. Maintain constructive working relationships with nursing and other stake holders. Manage and monitor proper Utilization of human, financial and physical resources. Demonstrate in depth understanding of nursing legislations and related ethical nursing practices. Submit reports and statistics. Work as part of multidisciplinary team at Supervisory level. Implementation of National Core Standards.

**ENQUIRIES** : Mr. C D Mnisi Tel No: (017) 811 1642

**APPLICATIONS** : The District Manager; Gert Sibande District Office; Private Bag X9028; Ermelo, 2350; or Hand delivered to: 34 Joubert Street; (Old ABSA Building) Ermelo, 2350.

**FOR ATTENTION** : Mr. M A Dhladhla

**POST 10/183** : **OPERATIONAL MANAGER (PNB-3) THEATRE REF NO: MPDOH/MARCH/20/35**

**SALARY** : R562 800 – R633 432 per annum. (OSD requirements depending on years of experience)

**CENTRE** : Rob Ferreira Hospital

**REQUIREMENTS** : Diploma/Degree in Nursing or equivalent qualification that allows registration with South African Nursing Council (SANC) as General Nurse. Post–basic qualification in Operational Theatre Technique with at least one year registration with South African Nursing Council (SANC). A minimum of nine (9) Years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing At least five (5) years of the period referred to above must be year's appropriate/recognizable experience in the specific speciality (Operational Theatre) after obtaining the one (1) year post basic qualification in Operating Theatre. Proof of previous and current work experience (Certificate of Service/s) endorsed and stamped by HR must be attached. Knowledge, Skills and Competencies knowledge of South African Nursing Council (SANC) rules and regulations Knowledge of Public service policies, Acts and regulations Sound Knowledge of scope of Practice Good communication, leadership, interpersonal and problem solving skills Decision making and problem solving skills Conflict Management and negotiation skills. Knowledge of code of conduct and Labour relations Knowledge of Batho Pele Principles and Patient Right Charter Ability to plan and organise own work and ensure proper nursing care.

**DUTIES** : Provision of Quality Nursing care through the implementation of standards, policies and procedures coupled with supervision and monitoring the implantation thereof. To participate in Quality Improvement Plan and Clinical audit Oversee CSSD Component Identity, develop and control Risk Management systems within the unit Uphold the Batho Pele and Patients' Rights Principles Provide safe therapeutic environment as laid by the nursing act, Occupation Health and Safety act and all the applicable prescripts Maintain accurate and complete patient's records according to legal requirements. Implementation and management of Infection Prevention and Control protocols. Manage and supervise effective utilization of all resource in your component Exercise control over drip line, grievances and Labour relation issues according to the laid down policies procedures Participate in the performance reviews, i.e. EPMSD as well as student progress reports.

**ENQUIRIES** : Mr. I Zitha; Tel No: (013) 755 5100

**APPLICATIONS** : The District Manager; Ehlanzeni District Office; Private Bag X 11278; Mbombela, 1200 or Hand delivered to: 66 Anderson Street; Mbombela, 1200.

**FOR ATTENTION** : Mr. Isaac Zitha

**POST 10/184** : **OPERATIONAL MANAGER SPECIALTY: THEATRE REF NO: MPDOH/MARCH/20/36**

**SALARY** : R562 800 – R633 432 per annum. (OSD requirements depending on years of experience)

**CENTRE** : Lydenburg 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, plus a post basic qualification with the duration of at least 1 year Diploma in Operating Theatre Nursing Science .A minimum of 9 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. Service certificates are compulsory. At least 5 years of the period referred to above must be appropriate\recognizable experience after obtaining the one year post basic qualification in Operating theatre Nursing Science. Strong leadership, good communication and sound interpersonal skills are necessary, Computer literate. Verified proof of experience .Service certificates compulsory, South African Nursing Council annual practicing certificate. Valid EB driver's license.

**DUTIES** : Co-ordination of optimal, holistic specialized nursing care provided within set standards and a professional \legal framework. Manage effectively the utilization and supervision of Human, Financial and service resources. Coordination of the provision of effective training and research. Provision of effective support to Nursing Services. Maintain Professional growth\ethical standards and development of self and subordinates.

**ENQUIRIES** : Mr. I Zitha Tel No: (013) 755 5100

**APPLICATIONS** : The District Manager; Ehlanzeni District Office; Private Bag X 11278; Mbombela, 1200 or Hand delivered to: 66 Anderson Street; Mbombela, 1200.

**FOR ATTENTION** : Mr. Isaac Zitha

**POST 10/185** : **OPERATIONAL MANAGER NURSING: SPECIALTY (MATERNITY) REF NO: MPDOH/MARCH/20/37**

**SALARY** : R562 800 – R633 432 per annum. (OSD requirements depending on years of experience)

**CENTRE** : Lydenburg Hospital

**REQUIREMENTS** : Grade 12/Matric certificate. Degree or Diploma in General Nursing. Post basic Nursing qualification with at least one (1) year accredited with SANC in Advanced Midwifery. Current registration with SANC 2020. A minimum

of nine (9) years appropriate experience in nursing after registration as a Professional Nurse. At least five (5) years referred above must be appropriate/recognizable experience in the specific specialty after obtaining one (1) year post basic qualification in the relevant Specialty. Certificate of service endorsed by Human Resource Management. Proof of current and previous experience endorsed by Supervisor. Knowledge, Skills, Training and Competencies required: Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues 97 including more complex report writing when required. Work as a part of multidisciplinary team at unit level to ensure nursing care by nursing team. Work efficiently and amicably at a supervisory level with persons of diverse intellectual, cultural, racial or religious difference. Able to manage own work, time and that of junior colleague's to ensure proper nursing service in the unit. Understand and in-depth understanding of nursing and related legal and ethical nursing practice and how this impacts on service delivery.

**DUTIES** : Coordination of optimal, holistic specialized nursing care provided within set standards and a professional/ legal framework. Manage effectively the utilization and supervision of human and financial resources. Efficient integrated implementation of appropriate packages of care to ensure good outcomes in Maternal, Child and Women's Health. Provision of effective support to nursing services. Facilitate implementation of recommendations and information from perinatal mortality meetings. Maintain professional growth/ ethical standards and self- development. Coordination of the provision of effective training and research. Develop/ establish and maintain constructive relationships with the multi-disciplinary team. Management of complaints and patient safety incidents.

**ENQUIRIES** : Mr. I Zitha Tel No: (013) 755 5100  
**APPLICATIONS** : The District Manager; Ehlanzeni District Office; Private Bag X 11278; Mbombela, 1200 or Hand delivered to: 66 Anderson Street; Mbombela, 1200.

**FOR ATTENTION** : Mr. Isaac Zitha

**POST 10/186** : **ASSISTANT DIRECTOR: LABOUR RELATIONS REF NO: MPDOH/MARCH/20/38**  
 (Re-Advertisement)

**SALARY** : R470 040 per annum (Level 10) plus benefits  
**CENTRE** : Nkangala District Office, Emalahleni  
**REQUIREMENTS** : A degree/diploma in Labour Relations with Labour Law plus three (3) to five (5) years' experience at supervisory level. Knowledge of and skill in Public Service legislation in the areas of employment relations, PSA, LRA, EEA, BCEA and stakeholder management. Possession of a valid driver's licence.

**DUTIES** : Implement the disciplinary and dispute resolution process in the Department which includes Grievance investigation, Misconduct investigation, and represent Department at Provincial, Bargaining Chamber and Conduct Disciplinary hearing, render advisory service to management and employees as well as compilation of monthly reports.

**ENQUIRIES** : Ms. S Matheba Tel No: (013) 658 1070  
**APPLICATIONS** : The District Manager; Nkangala District Office; Private Bag X 7296; Emalahleni, 1035 or Piet Koornhof Building; Justice Street, Emalahleni, 1035.

**FOR ATTENTION** : Ms. S Matheba

**POST 10/187** : **ASSISTANT DIRECTOR: HEALTH INFORMATION MANAGEMENT REF NO: MPDOH/MARCH/20/39**

**SALARY** : R470 040 per annum (Level 10) plus benefits  
**CENTRE** : Provincial Office, Mbombela  
**REQUIREMENTS** : Degree/Diploma in Information Systems Management or Informatics as recognised by SAQA. A post-graduate qualification will be an added



advantage. Three (3) to Five (5) years in DHIS and Information Management experience. Knowledge: Advanced knowledge of Web-District Health Information System (DHIS), Data management skills, knowledge of Health Information System in use by Health Departments for Information and data management. Training & Presentation skills. Planning and organizing skills. Advance Computer skills (Ms Word, Excel and PowerPoint). Database Management. Applicants should have a sound understanding of government policies and priorities such as the District Health Management Information Systems (DHMIS) and DHMIS SOPs policies. Work under pressure and independently. Willing to work extra hours and over weekends and someone reliable. An added advantage would be someone with a Postgraduate qualification in Information Management, Monitoring and Evaluation, Statistics or any certificates in this regard. Possession of a valid driver's licence.

**DUTIES** : Responsible for WebDHIS database management, TB and HIV Information system and any other transversal systems in the province. Ensure data integrity Facilitate the Data Clean-ups and Quarterly Information management meetings. Responsible for Programmes (Departmental sections) information needs or data requests. Compile and manage the Quarterly Performance Report (QPR). Responsible for Supporting Auditor General on Audit of Performance Information in the Province. Develop schedules for data audits, facility visits to ensure support for high risk facilities (clinics, CHCs and Hospitals). The incumbent to work closely with all Provincial Health Programmes, Districts, Sub-districts and all 33 Hospitals on data management. Provide user management support on Systems such as WebDHIS including all instances or DHIS modules. Manage a comprehensive record and databases of personnel trained on data management or DHIS in the provinces. Put mechanism in place to ensure that, data is reported on time each month and it is of good quality. Develop an improvement plan on data quality for implementation and monitoring annually.

**ENQUIRIES** : Ms. Glory Mokone Tel No: (013) 766 3340  
**APPLICATIONS** : The Head: Health; Provincial Office; Private Bag X 11285; Mbombela, 1200 or Hand delivered to: Indwe Building, Boulevard, Riverside Park, Ext 2, Mbombela, 1200.

**FOR ATTENTION** : MS. Glory Mokone

**POST 10/188** : **ASSISTANT DIRECTOR: CORPORATE SERVICES REF NO: MPDOH/MARCH/20/40**

**SALARY** : R470 040 per annum. (Level 10) plus benefits  
**CENTRE** : Witbank TB Hospital

**REQUIREMENTS** : Degree/Diploma in Public Administration/Management or equivalent qualification with three (3) to five (5) years relevant experience at supervisory level. Ability to work independently and under pressure. Computer literacy. Good verbal and written communication skills. Logical and innovative thinking abilities and leadership skills. Sound knowledge of PFMA and experience in staff supervision and discipline. A good understanding and knowledge of the Public Service Regulations, Basic Conditions of Employment and Employment Equity Act. Performance Management Development system and Treasury Regulations. Possession of a valid driver's licence.

**DUTIES** : Manage and supervise sections allocated under supervision. Compile management report. Form part of multi-disciplinary management team. Co-ordinate, supervise and ensure implementation of the Performance Management and Development System. Compile monthly, quarterly and annual reports. Supervising, evaluating and development of personnel in the hospital. Manage conflict and maintain discipline in the section. Responsible for Human Resource Management. Responsible for heading the Financial Management which includes: Revenue Generation and Budget Control. Ensure effective and efficient Patient Administration.

Responsible for Admin Support Services and Logistics. Responsible for Hospital maintenance, housekeeping and Records keeping.

**ENQUIRIES** : Ms. S Matheba Tel No: (013) 658 1070

**APPLICATIONS** : The District Manager; Nkangala District Office; Private Bag X 7296; Emalahleni, 1035 or Piet Koornhof Building; Justice Street, Emalahleni, 1035.

**FOR ATTENTION** : Ms. S Matheba

**POST 10/189** : **ASSISTANT DIRECTOR: CORPORATE SERVICES REF NO: MPDOH/MARCH/20/41**

**SALARY** : R470 040 per annum (Level 10) plus benefits

**CENTRE** : Piet Retief Hospital

**REQUIREMENTS** : Degree/Diploma in Public Administration/Management or equivalent qualification with three (3) to five (5) years relevant experience at supervisory level. Ability to work independently and under pressure. Computer literacy. Good verbal and written communication skills. Logical and innovative thinking abilities and leadership skills. Sound knowledge of PFMA and experience in staff supervision and discipline. A good understanding and knowledge of the Public Service Regulations, Basic Conditions of Employment and Employment Equity Act. Performance Management Development system and Treasury Regulations. Possession of a valid driver's licence.

**DUTIES** : Manage and supervise sections allocated under supervision. Compile management report. Form part of multi-disciplinary management team. Co-ordinate, supervise and ensure implementation of the Performance Management and Development System. Compile monthly, quarterly and annual reports. Supervising, evaluating and development of personnel in the hospital. Manage conflict and maintain discipline in the section. Responsible for Human Resource Management. Responsible for heading the Financial Management which includes: Revenue Generation and Budget Control. Ensure effective and efficient Patient Administration. Responsible for Admin Support Services and Logistics. Responsible for Hospital maintenance, housekeeping and Records keeping.

**ENQUIRIES** : Ms. S Matheba Tel No: (013) 658 1070

**APPLICATIONS** : The District Manager; Nkangala District Office; Private Bag X 7296; Emalahleni, 1035 or Piet Koornhof Building; Justice Street, Emalahleni, 1035.

**FOR ATTENTION** : Ms. S Matheba

**POST 10/190** : **CLINICAL PROGRAMME CO-ORDINATOR – TB (PNA-5) REF NO: MPDOH/MARCH/20/42**

**SALARY** : R444 276 – R500 031 per annum. (OSD requirements depending on years of experience)

**CENTRE** : Msukaligwa Sub District

**REQUIREMENTS** : Diploma/Degree in General Nursing and Midwifery. Current registration with SANC as a General Nurse, Midwife. A minimum of 7 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in general nursing. A valid code 08 driver's license. Proof of current and previous experience endorsed by Human Resource (Certificate of service). Recommendation: Diploma in TB Control. Knowledge, Skills and Competencies: Good management and analytical skills; Good communication leadership and interpersonal skills, Ability to work in a team and knowledge of all relevant prescripts, i.e. Provincial Health Act 2000, the nursing Act, Occupational Health and Safety Act. Possession of a valid driver's licence.

**DUTIES** : Develop and ensure implementation of TB control plan for the institution. Provide support to the Hospital Management team to ensure that a high standard of infection control is maintained. Advise the Hospital Manager of all identified TB control risks and recommendation thereof. To ensure that all departments and clinics are provided with TB control guidelines

and protocols and that these are implemented. Assist the Hospital Manager with coordination and management of infection control committee meetings. Provide management and supervisors with up to date infection 110 control information. Provide effective and efficient infection control services in the institution. Ensure that written policies and procedures for infection control services are reviewed and implemented. Plan the budget for infection control department and exercise control over utilization of such a budget. Review outbreak of infections and advise on how outbreaks can be managed and prevented. Ensure that surveillance are done in the institution. Report on the incidents and prevalence of alert organisms and communicable diseases to the District CDC Coordinator.

**ENQUIRIES** : Mr. C D Mnisi Tel No: (017) 811 1642  
**APPLICATIONS** : The District Manager; Gert Sibande District Office; Private Bag X9028; Ermelo, 2350 or Hand delivered to: 34 Joubert Street; (Old ABSA Building) Ermelo, 2350.

**FOR ATTENTION** : Mr. M A Dhladhla

**POST 10/191** : **PROFESSIONAL NURSE (PNB-1) REF NO: MPDOH/MARCH/20/43 (X3 POSTS)**

**SALARY** : R383 226 – R444 276 per annum. (OSD requirements depending on years of experience)

**CENTRE** : Middelburg Hospital  
**REQUIREMENTS** : Basic qualification accredited with the SANC in terms of Government Notice 425. (i.e. Diploma/Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse plus a post basic nursing qualification with duration of at least 1 year, accredited with SANC in terms of Government Notice R212 in Trauma and Emergency Nursing and Diploma in Child Nursing Science.

**DUTIES** : Provide comprehensive health care services in Casualty and Paediatric ward. Ensure effective and efficient management of resources. Provide quality patient care, norms and standards. Participate in quality improvement programs. Supervise and implement patient care standards. Implement and practice nursing health care in accordance with the statutory laws governing the nursing profession, labor and health care. Implement constructive working relations with nurses and other stake holders. Implement and supervision of Basic Nursing Care. Ensure adherence to Batho -Pele Principles and Patient Right Charter.

**ENQUIRIES** : Ms. S Matheba Tel No: (013) 658 1070  
**APPLICATIONS** : The District Manager; Nkangala District Office; Private Bag X 7296; Emalahleni, 1035 or Piet Koornhof Building; Justice Street, Emalahleni, 1035.

**FOR ATTENTION** : Ms. S Matheba

**POST 10/192** : **PROFESSIONAL NURSE (PNB-1) REF NO: MPDOH/MARCH/20/44 (X18 POSTS)**

**SALARY** : R383 226 – R444 276 per annum. (OSD requirements depending on years of experience)

**CENTRE** : Rockdale CHC  
**REQUIREMENTS** : Basic qualification accredited with the SANC in terms of Government Notice 425. (i.e. Diploma/Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse plus a post basic nursing qualification with duration of at least 1 year, accredited with SANC in terms of Government Notice R212 in Trauma and Emergency Nursing and Diploma in Child Nursing Science.

**DUTIES** : Provision of comprehensive service according to PHC core package. Provision of holistic health care approach (preventative, promotive, curative and rehabilitative) services. Provision of administrative services. Involvement in community stakeholder meetings and various committees. Provision of staff development through EPMDS management clinical teaching; workshops and continuous evaluation of employees. Sit in

different facility meetings. Responsible for screening, diagnosis treatment and care at PHC level. Initiate community projects. Ensure safe and clean environment according to IPC standards. Utilise human and other resources efficiently in a cost effective manner. Work as part of multi-disciplinary team to ensure quality nursing care and quality standards (Ideal Clinic Realization, Norms and Standards) are met. Involved in clinical audits. Ensure data management. Advocate for Nursing ethics and professionalism. Conduct health awareness and campaigns, ensure priority programmes indicators are achieved. Hours of duty: 40 hours per week, shift work (day and night duty), Shift work may include straight shift and flexi hours and may include re-adjustments as required to provide adequate nursing coverage.

**ENQUIRIES** : Ms. S Matheba Tel No: (013) 658 1070  
**APPLICATIONS** : The District Manager; Nkangala District Office; Private Bag X 7296; Emalahleni, 1035 or Piet Koornhof Building; Justice Street, Emalahleni, 1035.

**FOR ATTENTION** : Ms. S Matheba

**POST 10/193** : **PROFESSIONAL NURSE (PNB-1) OPERATING THEATRE REF NO: MPDOH/MARCH/20/45**

**SALARY** : R383 226 – R444 276 per annum. (OSD requirements depending on years of experience)

**CENTRE** : Bethal 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, plus a post basic qualification with the duration of at least 1 year Diploma in Operating Theatre Nursing Science. A minimum of 9 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. Service certificates are compulsory. At least 5 years of the period referred to above must be appropriate\recognizable experience after obtaining the one year post basic qualification in Operating theatre Nursing Science. Strong leadership, good communication and sound interpersonal skills are necessary, Computer literate. Verified proof of experience. .Service certificates compulsory, South African Nursing Council annual practicing certificate. Valid EB driver's license.

**DUTIES** : Co-ordination of optimal, holistic specialized nursing care provided within set standards and a professional \legal framework. Manage effectively the utilization and supervision of Human, Financial and service resources. Coordination of the provision of effective training and research. Provision of effective support to Nursing Services. Maintain Professional growth\ethical standards and development of self and subordinates.

**ENQUIRIES** : Mr. C D Mnisi Tel No: (017) 811 1642  
**APPLICATIONS** : The District Manager; Gert Sibande District Office; Private Bag X9028; Ermelo, 2350 or Hand delivered to: 34 Joubert Street; (Old ABSA Building) Ermelo, 2350.

**FOR ATTENTION** : Mr. M A Dhladhla

**POST 10/194** : **PROFESSIONAL NURSE GR 1: PNB-1 SPECIALTY (OPERATING THEATRE) REF NO: MPDOH/MARCH/20/46 (X2 POSTS)**

**SALARY** : R383 226 – R444 276 per annum. (OSD) requirements depending on years of experience and qualifications

**CENTRE** : Themba Regional Hospital, Kabokweni  
**REQUIREMENTS** : Registration with S.A.N.C as a Professional nurse. Diploma/degree in General nursing (Bridging course or Four year Comprehensive course). Diploma in Midwifery. Post-basic qualification in Operating Theatre Technique with duration of 01 year accredited with SANC in terms of Government notice number R212. An appropriate or recognisable

		experience in nursing after obtaining the 01 year post-basic qualification in the relevant specialty after registration as a professional nurse with SANC Knowledge and skills: Good communication skills.
<b><u>DUTIES</u></b>	:	Supervise and co-ordinate the provision of an effective and efficient Patient Care through adequate nursing care. Manage the activities of the Operating Theatre and CSSD according to National and Provincial guidelines. Manage and monitor proper utilisation of human and financial resources. Participate in the development and analysis of nursing guidelines, procedures and protocols. Manage work place discipline. Supervise the training and development of learners and staff. Maintain professional development of self and staff.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Mr. I Zitha Tel No: (013) 755 5100
	:	The District Manager; Ehlanzeni District Office; Private Bag X 11278; Mbombela, 1200 or Hand delivered to: 66 Anderson Street; Mbombela, 1200.
<b><u>FOR ATTENTION</u></b>	:	Mr. Isaac Zitha
<b><u>POST 10/195</u></b>	:	<b><u>PROFESSIONAL NURSE (PNB-1) REF NO: MPDOH/MARCH/20/47 (X2 POSTS)</u></b>
<b><u>SALARY</u></b>	:	R383 226 – R444 276 per annum. (OSD requirements depending on years of experience)
<b><u>CENTRE REQUIREMENTS</u></b>	:	Kwaguqa Ext 10
	:	Basic qualification accredited with the SANC in terms of Government Notice 425. (i.e. Diploma/Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse plus a post basic nursing qualification with duration of at least 1 year, accredited with SANC in terms of Government Notice R212 in Trauma and Emergency Nursing and Diploma in Child Nursing Science.
<b><u>DUTIES</u></b>	:	Provision of comprehensive service according to PHC core package. Provision of holistic health care approach (preventative, promotive, curative and rehabilitative) services. Provision of administrative services. Involvement in community stakeholder meetings and various committees. Provision of staff development through EPMDS management clinical teaching; workshops and continuous evaluation of employees. Sit in different facility meetings. Responsible for screening, diagnosis treatment and care at PHC level. Initiate community projects. Ensure safe and clean environment according to IPC standards. Utilise human and other resources efficiently in a cost effective manner. Work as part of multi-disciplinary team to ensure quality nursing care and quality standards (Ideal Clinic Realization, Norms and Standards) are met. Involved in clinical audits. Ensure data management. Advocate for Nursing ethics and professionalism. Conduct health awareness and campaigns, ensure priority programmes indicators are achieved. Hours of duty: 40 hours per week, shift work (day and night duty), Shift work may include straight shift and flexi hours and may include re-adjustments as required to provide adequate nursing coverage.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Ms. S Matheba Tel No: (013) 658 1070
	:	The District Manager; Nkangala District Office; Private Bag X 7296; Emalahleni, 1035 or Piet Koornhof Building; Justice Street, Emalahleni, 1035.
<b><u>FOR ATTENTION</u></b>	:	Ms. S Matheba
<b><u>POST 10/196</u></b>	:	<b><u>PROFESSIONAL NURSE (PNB-1) REF NO: MPDOH/MARCH/20/48</u></b>
<b><u>SALARY</u></b>	:	R383 226 – R444 276 per annum. (OSD requirements in line with the years of experience and qualifications)
<b><u>CENTRE REQUIREMENTS</u></b>	:	Siphosensimbi CHC
	:	Basic qualification accredited with the SANC in terms of Government Notice 425. (i.e. Diploma/Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse plus a post basic nursing qualification with duration of at least 1 year, accredited with

SANC in terms of Government Notice R212 in Trauma and Emergency Nursing and Diploma in Child Nursing Science.

**DUTIES** : Provision of comprehensive service according to PHC core package. Provision of holistic health care approach (preventative, promotive, curative and rehabilitative) services. Provision of administrative services. Involvement in community stakeholder meetings and various committees. Provision of staff development through EPMDs management clinical teaching; workshops and continuous evaluation of employees. Sit in different facility meetings. Responsible for screening, diagnosis treatment and care at PHC level. Initiate community projects. Ensure safe and clean environment according to IPC standards. Utilise human and other resources efficiently in a cost effective manner. Work as part of multi-disciplinary team to ensure quality nursing care and quality standards (Ideal Clinic Realization, Norms and Standards) are met. Involved in clinical audits. Ensure data management. Advocate for Nursing ethics and professionalism. Conduct health awareness and campaigns, ensure priority programmes indicators are achieved. Hours of duty: 40 hours per week, shift work (day and night duty), Shift work may include straight shift and flexi hours and may include re-adjustments as required to provide adequate nursing coverage.

**ENQUIRIES** : Ms. S Matheba Tel No: (013) 658 1070  
**APPLICATIONS** : The District Manager; Nkangala District Office; Private Bag X 7296; Emalahleni, 1035 or Piet Koornhof Building; Justice Street, Emalahleni, 1035.

**FOR ATTENTION** : Ms. S Matheba

**POST 10/197** : **PROFESSIONAL NURSE (PNB-1) PHC REF NO: MPDOH/MARCH/20/49**

**SALARY** : R383 226 – R444 276 per annum. (OSD requirements depending on years of experience)

**CENTRE** : Nelspruit CHC  
**REQUIREMENTS** : Basic qualification accredited with the SANC in terms of Government Notice 425. (i.e. Diploma/Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse plus a post basic nursing qualification with duration of at least 1 year, accredited with SANC in terms of Government Notice R212 in Trauma and Emergency Nursing and Diploma in Child Nursing Science.

**DUTIES** : Provision of comprehensive service according to PHC core package. Provision of holistic health care approach (preventative, promotive, curative and rehabilitative) services. Provision of administrative services. Involvement in community stakeholder meetings and various committees. Provision of staff development through EPMDs management clinical teaching; workshops and continuous evaluation of employees. Sit in different facility meetings. Responsible for screening, diagnosis treatment and care at PHC level. Initiate community projects. Ensure safe and clean environment according to IPC standards. Utilise human and other resources efficiently in a cost effective manner. Work as part of multi-disciplinary team to ensure quality nursing care and quality standards (Ideal Clinic Realization, Norms and Standards) are met. Involved in clinical audits. Ensure data management. Advocate for Nursing ethics and professionalism. Conduct health awareness and campaigns, ensure priority programmes indicators are achieved. Hours of duty: 40 hours per week, shift work (day and night duty), Shift work may include straight shift and flexi hours and may include re-adjustments as required to provide adequate nursing coverage.

**ENQUIRIES** : Mr. I Zitha Tel No: (013) 755 5100  
**APPLICATIONS** : The District Manager; Ehlanzeni District Office; Private Bag X 11278; Mbombela, 1200 or Hand delivered to: 66 Anderson Street; Mbombela, 1200.

**FOR ATTENTION** : Mr. Isaac Zitha

**POST 10/198** : **PROFESSIONAL NURSE (PNB-1) EMERGENCY & TRAUMA UNIT**  
**REF NO: MPDOH/MARCH/20/50**

**SALARY** : R383 226 – R444 276 per annum. (OSD requirements depending on years of experience)

**CENTRE** : Bethal Hospital  
**REQUIREMENTS** : Basic qualification accredited with the SANC in terms of Government Notice 425. (i.e. Diploma/Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse plus a post basic nursing qualification with duration of at least 1 year, accredited with SANC in terms of Government Notice R212 in Trauma and Emergency Nursing and Diploma in Child Nursing Science.

**DUTIES** : Provide comprehensive health care services in Casualty and Paediatric ward. Ensure effective and efficient management of resources. Provide quality patient care, norms and standards. Participate in quality improvement programs. Supervise and implement patient care standards. Implement and practice nursing health care in accordance with the statutory laws governing the nursing profession, labor and health care. Implement constructive working relations with nurses and other stake holders. Implement and supervision of Basic Nursing Care. Ensure adherence to Batho -Pele Principles and Patient Right Charter.

**ENQUIRIES** : Mr. C D Mnisi Tel No: (017) 811 1642  
**APPLICATIONS** : The District Manager; Gert Sibande District Office; Private Bag X9028; Ermelo, 2350 or Hand delivered to: 34 Joubert Street; (Old ABSA Building) Ermelo, 2350.

**FOR ATTENTION** : Mr. M A Dhladhla

**POST 10/199** : **PROFESSIONAL NURSE (PNB-1) REF NO: MPDOH/MARCH/20/51**

**SALARY** : R383 226 – R444 276 per annum. (OSD requirements depending on years of experience)

**CENTRE** : Klarinet CHC  
**REQUIREMENTS** : Basic qualification accredited with the SANC in terms of Government Notice 425. (i.e. Diploma/Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse plus a post basic nursing qualification with duration of at least 1 year, accredited with SANC in terms of Government Notice R212 in Trauma and Emergency Nursing and Diploma in Child Nursing Science.

**DUTIES** : Provision of comprehensive service according to PHC core package. Provision of holistic health care approach (preventative, promotive, curative and rehabilitative) services. Provision of administrative services. Involvement in community stakeholder meetings and various committees. Provision of staff development through EPMDs management clinical teaching; workshops and continuous evaluation of employees. Sit in different facility meetings. Responsible for screening, diagnosis treatment and care at PHC level. Initiate community projects. Ensure safe and clean environment according to IPC standards. Utilise human and other resources efficiently in a cost effective manner. Work as part of multi-disciplinary team to ensure quality nursing care and quality standards (Ideal Clinic Realization, Norms and Standards) are met. Involved in clinical audits. Ensure data management. Advocate for Nursing ethics and professionalism. Conduct health awareness and campaigns, ensure priority programmes indicators are achieved. Hours of duty: 40 hours per week, shift work (day and night duty), Shift work may include straight shift and flexi hours and may include re-adjustments as required to provide adequate nursing coverage.

**ENQUIRIES** : Ms. S Matheba Tel No: (013) 658 1070  
**APPLICATIONS** : The District Manager; Nkangala District Office; Private Bag X 7296; Emalahleni, 1035 or Piet Koornhof Building; Justice Street, Emalahleni, 1035.

**FOR ATTENTION** : Ms. S Matheba

**POST 10/200** : **PROFESSIONAL NURSE (PNB-1) REF NO: MPDOH/MARCH/20/52 (X2 POSTS)**

**SALARY** : R383 226 – R444 276 per annum. (OSD requirements depending on years of experience)

**CENTRE REQUIREMENTS** : Kwaguqa Ext 10 (CHC)  
: Basic qualification accredited with the SANC in terms of Government Notice 425. (i.e. Diploma/Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse plus a post basic nursing qualification with duration of at least 1 year, accredited with SANC in terms of Government Notice R212 in Trauma and Emergency Nursing and Diploma in Child Nursing Science.

**DUTIES** : Provision of comprehensive service according to PHC core package. Provision of holistic health care approach (preventative, promotive, curative and rehabilitative) services. Provision of administrative services. Involvement in community stakeholder meetings and various committees. Provision of staff development through EPMDS management clinical teaching; workshops and continuous evaluation of employees. Sit in different facility meetings. Responsible for screening, diagnosis treatment and care at PHC level. Initiate community projects. Ensure safe and clean environment according to IPC standards. Utilise human and other resources efficiently in a cost effective manner. Work as part of multi-disciplinary team to ensure quality nursing care and quality standards (Ideal Clinic Realization, Norms and Standards) are met. Involved in clinical audits. Ensure data management. Advocate for Nursing ethics and professionalism. Conduct health awareness and campaigns, ensure priority programmes indicators are achieved. Hours of duty: 40 hours per week, shift work (day and night duty), Shift work may include straight shift and flexi hours and may include re-adjustments as required to provide adequate nursing coverage.

**ENQUIRIES APPLICATIONS** : Ms. S Matheba Tel No: (013) 658 1070  
: The District Manager; Nkangala District Office; Private Bag X 7296; Emalahleni, 1035 Or Piet Koornhof Building; Justice Street, Emalahleni, 1035.

**FOR ATTENTION** : Ms. S Matheba

**POST 10/201** : **ASSISTANT DIRECTOR: SALARY ADMINISTRATION REF NO: MPDOH/MARCH/20/53**

**SALARY** : R376 596 per annum (Level 09) (plus benefits)

**CENTRE REQUIREMENTS** : Provincial Office, Nelspruit  
: An appropriate recognized Bachelor Degree/National Diploma in Accounting or Financial Management with three (3) to Five (5) years' experience in Finance field (Salary Administration). Thorough knowledge of financial accounting. Exposure in the fields of salaries and tax will be an advantage. Good financial management skills, planning and organizing skills, Problem solving skills. Good communication (written and verbal) skills. Candidate must have sound knowledge of the PERSAL system; Vulindlela System and Basic Accounting System (BAS). Skills in Public Service Finance, Numeracy, Computer literacy and Accuracy; Knowledge of Treasury Regulations and Public Finance Management Act; Self-starter, able to work independently without compromising team results; Valid driver's license.

**DUTIES** : To Manage Claims and Banking Details. To manage the reconciliation of SARS. To manage the Salary Control Accounts. To manage the Departmental codes and Garnishee beneficiary services. Authorizing of BAS payments which are related to salaries. To Manage the Departmental payroll. To report on Salary disclosures in the financial statements. Supervising and managing of subordinates.

**ENQUIRIES** : Ms. Glory Mokone Tel No: (013) 766 3340



**APPLICATIONS** : The Head: Health; Provincial Office; Private Bag X 11285; Mbombela, 1200 or Hand delivered to: Indwe Building, Boulevard, Riverside Park, Ext 2, Mbombela, 1200.

**FOR ATTENTION** : MS. Glory Mokone

**POST 10/202** : **ASSISTANT DIRECTOR: MEDIA LIAISON AND MONITORING REF NO: MPDOH/MARCH/20/54**

**SALARY** : R376 596 per annum (plus benefits)

**CENTRE** : Provincial Office, Nelspruit

**REQUIREMENTS** : Diploma/Degree in Communication plus three (03) to five (5) years relevant experience in Media Liaison and Monitoring at supervisory level. Knowledge government procurement systems, of the Constitution, Public Finance Management Act (PFMA), Treasury Regulation, PPPFA and a valid driver's licence. Skills and Competencies: Interpersonal skills; strategic capability and leadership Skills; legal research and drafting skills; problem solving and dispute resolution skills. Communication skills (written and verbal); Computer literacy, report writing skills. Ability to work under pressure. Possession of a valid driver's licence.

**DUTIES** : Develop and manage the Departmental social media platforms. Coordinate and write newsletter stories. Coordinate and write media statements. Coordinate media monitoring services. Promote and maintain a good relationship with the media. Organise media coverage for departmental events. Provide photographic and audio visual services. Coordinate media inquiries and media responses.

**ENQUIRIES** : Ms. Glory Mokone Tel No: (013) 766 3340

**APPLICATIONS** : The Head: Health; Provincial Office; Private Bag X 11285; Mbombela, 200 or Hand delivered to: Indwe Building, Boulevard, Riverside Park, Ext 2, Mbombela, 1200.

**FOR ATTENTION** : MS. Glory Mokone

**POST 10/203** : **LEGAL ADMINISTRATION OFFICER (GRADE 5; MR1 - 5) REF NO: MPDOH/MARCH/20/55**  
Re-Advertisement

**SALARY** : R373 389 – R480 921 per annum. (OSD requirements depending on years of experience)

**CENTRE** : Provincial Office, Nelspruit

**REQUIREMENTS** : An LLB degree, minimum of 4 years' experience in the capacity of an in-house legal advisor and legislative drafting. Specialized knowledge of the legislation drafting process and legislation administered by the Department, knowledge of government procurement systems and South African Legal System, knowledge of the Constitution, Public Finance Management Act (PFMA), Treasury Regulation, PPPFA, PAJA, PAIA. Knowledge of the litigation process and drafting/reviewing of contracts and a valid driver's license. Skills and Competencies: Interpersonal skills; strategic capability and leadership Skills; legal research and drafting skills; problem solving and dispute resolution skills. Communication skills (written and verbal); Computer literacy, report writing skills. Ability to work under pressure.

**DUTIES** : Draft and or amend legislation administered by the Department and pilot it through legislature. Comment on draft legislation of other Departments on behalf of the Department, Scrutinize legislation which requires amendment for which the Department is affected. To render legal advice, guidance and opinions to MEC, Top management and Department at large in respect to matters relating to legislation drafting and other legal matters. To provide legal opinions in other matters pertaining to the Department. Handle litigations on behalf of the Department. Draft, review contracts for the department. Drafting of contracts. Prepare monthly reports for and on behalf of the Director.

**ENQUIRIES** : Ms. Glory Mokone Tel No: (013) 766 3340

**APPLICATIONS** : The Head: Health; Provincial Office; Private Bag X 11285; Mbombela, 1200 or Hand delivered to: Indwe Building, Boulevard, Riverside Park, Ext 2, Mbombela, 1200.

**FOR ATTENTION** : MS. Glory Mokone

**POST 10/204** : **RADIOGRAPHER: GRADE 1 REF NO: MPDOH/MARCH/20/56**

**SALARY** : R317 976 – R361 872 per annum. (OSD requirements depending on years of experience)

**CENTRE REQUIREMENTS** : Amajuba Memorial Hospital  
Baccalaureus Degree/Diploma in Radiography. Experience None after registration with the HPCSA in the relevant profession (where applicable) in respect of South African qualified employees who performed Community Service, as required in South Africa. One-year relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Registration with the Health Professions Council of South Africa (HPCSA) in the relevant profession (where applicable). Knowledge And Skills: Ability to work under pressure. Ensuring client satisfaction. Function as an effective member of clinical team to communicate effectively with patients.

**DUTIES** : Ensure patient care during imaging for optimal diagnostic purpose: Explain procedures to patients, prepare patient for imaging, Assist and position patient for imaging, perform imaging. Practice radiation protection to minimize radiation dose to staff, patients and general public: Establish LMC status of female patients, adhere to radiation safety standards (secure area, lead aprons etc), Apply correct radiation/exposure factors (correct dosages), Exercise clinical responsibility to ensure optimal diagnostic imaging: Interpret clinical history of patients to determine the correct procedure, ensure correct positioning of patient to minimize radiation exposure to the patient, ensure correct identification of patient image (name, lead markers etc). Participate in Education and training programs for continuous professional development and quality service delivery: Practical training and evaluation of students Implement quality assurance programs for quality service delivery, Check/test radiation equipment and report faults, apply reject analysis, Adhere to policies and protocols.

**ENQUIRIES APPLICATIONS** : Mr. C D Mnisi Tel No: (017) 811 1642  
The District Manager; Gert Sibande District Office; Private Bag X9028; Ermelo, 2350 or Hand delivered to: 34 Joubert Street; (Old ABSA Building) Ermelo, 2350.

**FOR ATTENTION** : Mr. M A Dhladhla

**POST 10/205** : **ENVIRONMENTAL HEALTH PRACTITIONER GR1 REF NO: MPDOH/MARCH/20/57**

**SALARY** : R317 976 – R361 872 per annum. (OSD Requirements depending on years of experience).

**CENTRE REQUIREMENTS** : Bethal Hospital  
A Bachelor's Degree is a minimum requirement for entry-level and some skilled environmental health jobs. The most relevant major varies with the specific environmental focus of a job. A degree in environmental health would be the most practical option for positions involving inspection and regulation of environmental policy, though biology, chemistry or geological studies could also be suitable. Possession of a valid driver's licence.

**DUTIES** : They are responsible for investigating incidents that affect health such as pollution, accidents at work, noise control, toxic contamination, pest infestations, food poisoning and waste management. Their remit includes advisory work, education and law enforcement. A large amount of time is spent away from the office visiting properties such as farms, shops, food outlets, private/public accommodation, commercial premises, manufacturers and industrial organizations. In addition to inspections,

		responsibilities include, compiling reports, Providing training courses, gathering samples to be tested, investigating complaints, serving legal notices, providing evidence in court, liaising with other organizations.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Mr. C D Mnisi Tel No: (017) 811 1642
	:	The District Manager; Gert Sibande District Office; Private Bag X9028; Ermelo, 2350 or Hand delivered to: 34 Joubert Street; (Old ABSA Building) Ermelo, 2350.
<b><u>FOR ATTENTION</u></b>	:	Mr. M A Dhladhla
<b><u>POST 10/206</u></b>	:	<b><u>AUDIOLOGIST GR 1 REF NO: MPDOH/MARCH/20/58</u></b>
<b><u>SALARY</u></b>	:	R317 976 – R361 872 per annum. (OSD requirements depending on years of experience)
<b><u>CENTRE REQUIREMENTS</u></b>	:	Piet Retief Hospital
	:	Baccalaureus Degree in Audiology. Experience: None after registration with the HPCSA in the relevant profession (where applicable) in respect of South African qualified employees who performed Community Service, as required in South Africa. One-year relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Registration with the Health Professions Council of South Africa (HPCSA) in the relevant profession (where applicable). Knowledge And Skills: Ability to communicate issues in a tactful manner, Ability to interpret and execute policy directives/procedures, Problem solving skills, Computer skills.
<b><u>DUTIES</u></b>	:	Render Speech Therapy and/or Audiology services that comply with standards and norms as indicated by the health policies of South Africa. Vocational rehabilitation and clinical assessment and treatment of speech and hearing problems. Adhere to sectional and provincial quality assurance measures in sub- section. Participate in continued professional development. Responsible for clinical administrative tasks e.g patient record keeping. Undertake any other reasonable task as directed by Head of Speech Therapy/Audiology Department and Head of Clinical Services.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Mr. C D Mnisi Tel No: (017) 811 1642
	:	The District Manager; Gert Sibande District Office; Private Bag X9028; Ermelo, 2350 or Hand delivered to: 34 Joubert Street; (Old ABSA Building) Ermelo, 2350.
<b><u>FOR ATTENTION</u></b>	:	Mr. M A Dhladhla
<b><u>POST 10/207</u></b>	:	<b><u>MEDICAL ORTHOTIST AND PROSTHETIST (REPLACEMENT) REF NO: MPDOH/MARCH/20/59 (X2 POSTS)</u></b>
<b><u>SALARY</u></b>	:	R317 976 – R361 872 per annum. (OSD requirements depending on years of experience)
<b><u>CENTRE REQUIREMENTS</u></b>	:	Ehlanzeni – Rob Ferreira Hospital Centre
	:	A B-Tech degree/ N-Dip Diploma in Medical Orthotics and Prosthetics. Current valid registration with the HPCSA as independent practitioner in Medical Orthotics and Prosthetics. Three (3) years' experience in the field of Medical Orthotics and Prosthetics. A valid driver's license is an inherent requirement: (code B). Knowledge of relevant legislation such as National Health Act, Public Finance Management Act (PFMA). Public Service Act and related regulations and policies. Service delivery innovation, knowledge management, problem solving skills and analysis, good communication, client orientation and customer focus.
<b><u>DUTIES</u></b>	:	Measure, manufacture, fit and service MOP devices. Assist in supervision and training of subordinates and students. Assist in proper management of stores and inventory. Conduct Multi-Disciplinary and Outreach to Primary Health Care (PHC) facilities. Assist in implementing guidelines, protocols, Standard Operating Procedures and policies for the MOP centre, that are in line with the National and Provincial strategies. Report on service delivery. Assists in promoting continuous development and training of self and personnel. Promote a safe and healthy working

environment through compliance with relevant legislation including Occupational Health and Safety and other relevant committees and policies in the hospital.

**ENQUIRIES** : Mr. I Zitha Tel No: (013) 755 5100  
**APPLICATIONS** : The District Manager; Ehlanzeni District Office; Private Bag X 11278; Mbombela, 1200 or Hand delivered to: 66 Anderson Street; Mbombela, 1200.

**FOR ATTENTION** : Mr. Isaac Zitha

**POST 10/208** : **OCCUPATIONAL THERAPIST GRADE 1 REF NO: MPDOH/MARCH/20/60**

**SALARY** : R317 976 – R361 872 per annum. (OSD requirements depending on years of experience)

**CENTRE** : Lydenburg Hospital  
**REQUIREMENTS** : Appropriate qualification that allows for the required registration with the Health Profession Council of South Africa (HPCSA) in the relevant profession Post-Com Service in relevant profession as required in South Africa).

**DUTIES** : Advising on specialist equipment to assist with daily activities, developing a rehabilitation programme to help rebuilding lost skills and restore lost confidence, advising on home and workplace environmental alterations, such as adjustments for wheelchair access. Teaching anxiety management techniques. Assisting people to return to work. Coaching people with learning difficulties or poor social skills. Mentoring people on how to control their own behaviour. Liaising with other professionals such as Doctors, physiotherapists, social workers, equipment suppliers and architects, as well as patients 113 familiar, careers and employers. Writing reports and attending multidisciplinary case meetings to plan and review ongoing treatment. Organizing support and rehabilitation groups for careers and clients. Training students and supervising the work of occupational therapy assistants. Managing a caseload, prioritizing needs, and completing administrative tasks such as patient and budgetary records.

**ENQUIRIES** : Mr. I Zitha Tel No: (013) 755 5100  
**APPLICATIONS** : The District Manager; Ehlanzeni District Office; Private Bag X 11278; Mbombela, 1200 or Hand delivered to: 66 Anderson Street; Mbombela, 1200.

**FOR ATTENTION** : Mr. Isaac Zitha

**POST 10/209** : **SENIOR LIBRARIAN REF NO: MPDOH/MARCH/20/61**

**SALARY** : R316 791 per annum (Level 08) (plus benefits)

**CENTRE** : Mpumalanga College Of Nursing  
**REQUIREMENTS** : A Bachelor's degree or National Diploma in Library and Information Science and Three (3) years' experience as librarian. Knowledge of relevant Acts, regulations and Batho Pele Principles. Computers skills including MS Word, MS PowerPoint and MS Excel. Experience working with a computerized library management system will be an advantage. Good verbal and written communication skills. Ability to work under pressure. Time management skills. Problem solving skills. Self-discipline, accuracy and consistency. Detail orientated LIASA membership will be an advantage. Applicant must be in a possession of a South African valid driver's license.

**DUTIES** : Collection development: establish user's needs, acquire relevant library resources Weed resources, undertake annual stocktaking, procure & renew newspaper/journal subscriptions & library System license. Processing Library Resources: physical processing of resources, cataloguing and classification, capturing into the library System. Provisioning of library and Information Services to District officials and school: user registration, information searchers assist with courier service from Education Library, train library users. Circulation of Library

Resources: issues and returns, keep statistics of library use, shelf control, sending out of reminders. Library Management & Administration Support: Supervising Library Assistants, administration assistance to the library Facilitator, monthly/quarterly reports and statistics.

**ENQUIRIES** : Ms. Glory Mokone Tel No: (013) 766 3340  
**APPLICATIONS** : The Head: Health; Provincial Office; Private Bag X 11285; Mbombela, 1200 or Hand delivered to: Indwe Building, Government Boulevard, Riverside Park, Ext 2, Mbombela, 1200.  
**FOR ATTENTION** : MS. Glory Mokone

**POST 10/210** : **SENIOR STATE ACCOUNTANT REF NO: MPDOH/MARCH/20/62**

**SALARY** : R316 791 per annum. (Level 08) (plus benefits)  
**CENTRE** : Middelburg Hospital  
**REQUIREMENTS** : Grade 12 Certificate plus 6 years' experience in Finance Management/Financial Planning and Budgeting or an appropriate recognised 3 - year relevant qualification (National Diploma/Degree) plus three (3) year' experience working in Finance Management/Financial Planning and Budgeting. Proven Computer Literacy training and extensive experience in Microsoft Excel, Microsoft Word and Power Point. Practical experience in Government systems (BAS, SAP and PERSAL) and knowledge and application of Financial prescripts Public Finance Management Act (PFMA) Treasury Regulations, SCOA as well as Supply Chain processes. Good communication and supervisory skills. Report writing skills. Applicant must be in a possession of a South African valid driver's license.

**DUTIES** : Receive Budget Allocation letter for the financial year in respect of the District, per unit from Head office. Plan and commit all running costs (as well as accruals, where necessary) on cash flow spread sheets for various District units. Liaise with Budget Managers and capture intended expenditure as projections per Item for procurement in accordance with their Operational and Procurement Plans and provide them with copies of their Cash flow spread sheets. Capture District budget on BAS per amount and in accordance with the relevant SCOA codes. Receive RLS 01's from various units and check fund availability as well as per relevant SCOA codes. Capture amounts as commitments and process documentation via the correct Supply Chain processes. Ensure all RLS 01's are received from respective units within the set time-frames by constantly liaising with Budget Managers. Supply Budget Managers with monthly expenditure reports. Compiling and linking of In Year Monitoring (IYM) templates in accordance with Cash flow spread sheets. Obtain various BAS reports and capture all expenditure on the IYM report. Reconcile running costs interfaces on BAS, identify misallocations as well as allocations that need to be adjusted to where budget is available and pass journals accordingly. Obtain Persal reports in order to reconcile and correctly identify allocations in terms of fuel claims etc. Apply mid-year and year-end adjustments/ requirements as per financial prescripts, where necessary. Update Cash flow spread sheets as well as IYM templates/reports with formulas and links from time to time when necessary and when SCOA Item codes change. Compile quarterly reports on progress/challenges within the unit. Contracting, monitoring and quarterly evaluation as well as supervising and managing of staff within the Finance Management.

**ENQUIRIES** : Ms. S Matheba Tel No: (013) 658 1070  
**APPLICATIONS** : The District Manager; Nkangala District Office; Private Bag X 7296; Emalahleni, 1035 or Piet Koornhof Building; Justice Street, Emalahleni, 1035.

**FOR ATTENTION** : Ms. S Matheba

**POST 10/211** : **SENIOR ADMINISTRATIVE OFFICER: STUDENT AFFAIRS REF NO: MPDOH/MARCH/20/63**

**SALARY** : R316 791 per annum (plus benefits)

**CENTRE REQUIREMENTS** : Mpumalanga College Of Nursing  
: Grade 12 Certificate plus 6 years' experience in supervisory role or three (3) year Bachelor's degree/National Diploma in Public Management/ Public Administration or equivalent plus three (3) years of administration and supervisory role experience. Skills and Competences: Computer literacy MS office; Sound knowledge of student administration; Good interpersonal relations, communication, verbal and written skills; Problem solving; Ability to work under pressure and work independently; Team work; Knowledge of PFMA; Leadership and Principles Management. A valid Driver's license.

**DUTIES** : Co-ordinate and manage the financial and human resource of the office. Management of performance in the office and performance of any other duties necessary to ensure smooth office running. Implement Departmental and Nursing College policies Manage Student Administration, General supervision of Administration staff and implement formal and informal disciplinary matters; Implement student information management system.

**ENQUIRIES APPLICATIONS** : Ms. Glory Mokone Tel No: (013) 766 3340  
: The Head: Health; Provincial Office; Private Bag X 11285; Mbombela, 1200 or Hand delivered to: Indwe Building, Government Boulevard, Riverside Park, Ext 2, Mbombela, 1200.

**FOR ATTENTION** : MS. Glory Mokone

**POST 10/212** : **SENIOR STATE ACCOUNTANT: SUPPLY CHAIN MANAGEMENT REF NO: MPDOH/MARCH/20/64**

**SALARY CENTRE REQUIREMENTS** : R316 791 per annum. (Level 08) plus benefits  
: Bethal Hospital  
: Grade 12 Certificate plus 6 years' experience in Finance or appropriate three (3) year National Diploma/Degree plus three (3) years in Finance and supply chain management environment. Appropriate experience in asset and inventory management. Inherent requirements of the job: Valid (Code B/EB) driver's licence. Willingness to travel and stay overnight. Competencies (knowledge/skills): Extensive knowledge of Asset & Inventory Management. Knowledge of and exposure to the PFMA, Treasury Regulations and relevant Instructions. Good interpersonal and communication (verbal and written) skills, including numeracy and accuracy skills. Ability to train people in asset and inventory management. High level of computer literacy, including advanced application on Logis, MS Word, MS Excel, Power Point and Outlook.

**DUTIES** : Ensure asset and inventory management policies and procedures compliance at District/Institutional level. Provide on and off site support to end users. Identify and provide training needs to districts or institutions. Assist with financial procedures and reporting for Monthly, Annual and Interim Financial Statements. Handle Audit queries regarding assets & inventory management. Manage the implementation of SCM systems and ad-hoc asset & inventory management projects at districts/institutions. Maintenance of the departmental asset & inventory register. Report on Bas/Logis reconciliation on monthly basis. Ensure departmental asset and inventory counts.

**ENQUIRIES APPLICATIONS** : Mr. C D Mnisi Tel No: (017) 811 1642  
: The District Manager; Gert Sibande District Office; Private Bag X9028; Ermelo, 2350 or Hand delivered to: 34 Joubert Street; (Old ABSA Building) Ermelo, 2350.

**FOR ATTENTION** : Mr. M A Dhladhla

**POST 10/213** : **SENIOR ADMINISTRATIVE OFFICER: AUXILIARY SERVICES REF NO: MPDOH/MARCH/20/65**  
Re Advertisement

**SALARY CENTRE** : R316 791 per annum (Level 08) (plus benefits)  
: Matikwane Hospital (Ehlanzeni District)

- REQUIREMENTS** : Degree or Diploma in Administration plus 3 years relevant experience. Computer literacy. Good interpersonal and communication skills verbal and written. Knowledge of Batho Pele Principles and customer care. Willing to work under pressure. Be prepared to work on shifts. Knowledge of Departmental policies, prescripts and practices. Problem solving skills, analytical thinking, maintaining discipline and conflict resolution. Organizing skills, creativity, job information, planning, decision making, supervision and control. Budgeting and reporting. Possession of a valid driver's licence.
- DUTIES** : Management of Logistical Services. Ensuring its and procedures will be an added that Public private party service calls are logged responded to and analyzed in line with the Public Private Party (PPP) Agreement. Manage the capturing of service calls and monitor data capturing task for logged calls. Manage office space and accommodation requirements. Oversee Auxiliary Services (cleaning, hygiene, pest control, waste management, gardens and grounds, etc.) for offices occupied by Drug Efficiently Administration. Manage document Reproduction. Switchboard Services, Telecommunication services, Service Contracts and Food aid Services.
- ENQUIRIES** : Mr. I Zitha Tel No: (013) 755 5100  
**APPLICATIONS** : The District Manager; Ehlanzeni District Office; Private Bag X 11278; Mbombela, 1200 or Hand delivered to: 66 Anderson Street, Mbombela, 1200.
- FOR ATTENTION** : Ms. Innocent Mthombeni Tel No: (013 7555 100)
- POST 10/214** : **ADMINISTRATIVE OFFICER REF NO: MPDOH/MARCH/20/66**  
(Contract for 2 years)
- SALARY** : R257 508 per annum (Level 07) plus benefits  
**CENTRE** : Mbombela Malaria Office, Nelspruit  
**REQUIREMENTS** : Grade 12 Certificate plus 3 years' experience in administration or Degree /Diploma in Public Management/Administration. Understanding of departmental policies. Knowledge of PFMA, PPPFA, BAS, LOGIS and PERSAL. Good verbal and written communication skills. Ability to work in a team and under pressure. High level of Computer literacy. A valid driver's license and willing to travel.
- DUTIES** : Provide administrative support within Malaria Control Programme. Write procurement submissions and submit monthly reports. Maintain Malaria Financial and administration system. Handle all financial processes. Processing the procurement and payment of goods and services. Logistical arrangements for meetings and workshop. Recording minutes of meetings. Capture on LOGIS and draw reports on BAS. Assist in managing Budget inputs and expenditure. Provide support with the management of assets.
- ENQUIRIES** : Ms. Glory Mokone Tel No: (013) 766 3340  
**APPLICATIONS** : The Head: Health; Provincial Office; Private Bag X 11285; Mbombela, 1200 or Hand delivered to: Indwe Building, Government Boulevard, Riverside Park, Ext 2, Mbombela, 1200.
- FOR ATTENTION** : MS. Glory Mokone
- POST 10/215** : **ADMINISTRATIVE OFFICER (AUXILLARY SERVICES)/ REF NO: MPDOH/MARCH/20/67**
- SALARY** : R257 508 per annum (Level 07) (plus benefits)  
**CENTRE** : Carolina Hospital  
**REQUIREMENTS** : Grade 12 Certificate plus 6 years' experience in Auxiliary Services or A Degree/ Diploma in Administration with three (3) years Extensive experience and comprehensive knowledge of all aspects of administrative health Management. Ability to interpret and implement Policies. Sound knowledge of LRA, PSA, PFMA and other applicable regulations. Possession of a valid driver's licence.

**DUTIES** : Overall control over cleaning services, building Maintenance, Linen and Laundry supply, Typing and Telecommunication. Registry and Records. Render gardening, Security, Mortuary and Food. Services. Evaluation of personnel and an understanding of BAS and Logis.

**ENQUIRIES APPLICATIONS** : Mr. I Zitha Tel No: (013) 755 5100

**FOR ATTENTION** : The District Manager; Ehlanzeni District Office; Private Bag X 11278; Mbombela, 1200 or Hand delivered to: 66 Anderson Street; Mbombela, 1200.

**FOR ATTENTION** : Mr. Isaac Zitha

**POST 10/216** : **PHARMACIST ASSISTANT GR 1 (POST-BASIC) REF NO: MPDOH/MARCH/20/68**

**SALARY** : R208 383 – R234 738 per annum. (OSD requirements depending on years of experience)

**CENTRE REQUIREMENTS** : Witbank T B Hospital  
Current registration with the South African Pharmacy Council. Post Basic Pharmacist' Assistant qualification. Good communication and writing skills. Good interpersonal skill. Be conversant with current pharmaceutical legislation. Be computer literate. Valid driver's license will be a recommendation.

**DUTIES** : Ensure proper selection and procurement of drugs and surgical items. Rational use of drugs. Monitor expenditure of pharmaceutical and surgical items. Perform stock control functions. Proper reconciliation of pharmaceutical and surgical accounts.

**ENQUIRIES APPLICATIONS** : Ms. S Matheba: Tel No: (013) 658 1070

**FOR ATTENTION** : The District Manager; Nkangala District Office; Private Bag X 7296; Emalahleni, 1035 or Piet Koornhof Building; Justice Street, Emalahleni, 1035.

**FOR ATTENTION** : Ms. S Matheba

**POST 10/217** : **PHARMACIST ASSISTANT GR 1 (POST-BASIC) REF NO: MPDOH/MARCH/20/69**

**SALARY** : R208 383 – R234 738 per annum. (OSD requirements depending on years of experience)

**CENTRE REQUIREMENTS** : Kwamhlanga Hospital  
Passed Grade 12 Certificate with Mathematics and Biology/Life Science. Computer literacy will be an advantage. Qualification that allow registration with the Health Profession's Council of South Africa as a Pharmacist Assistant (Post Basic). Good communication and interpersonal Possession of a valid driver's licence.

**DUTIES** : Receiving stock from the suppliers and facilities. Capturing of stock received on the system. Packing stock on the shelves. Do stock-taking. Filing of invoices and other documents.

**ENQUIRIES APPLICATIONS** : Ms. S Matheba Tel No: (013) 658 1070

**FOR ATTENTION** : The District Manager; Nkangala District Office; Private Bag X 7296; Emalahleni, 1035 or Piet Koornhof Building; Justice Street, Emalahleni, 1035.

**FOR ATTENTION** : Ms. S Matheba

**POST 10/218** : **PHARMACIST ASSISTANT GR 1 (POST-BASIC) REF NO: MPDOH/MARCH/20/70**

**SALARY** : R208 33 – R234 738 per annum. (OSD requirements depending on years of experience)

**CENTRE REQUIREMENTS** : Rockdale CHC  
Current registration with the South African Pharmacy Council. Post Basic Pharmacist' Assistant qualification. Good communication and writing skills. Good interpersonal skill. Be conversant with current pharmaceutical legislation. Be computer literate. Valid driver's license will be a recommendation. Possession of a valid driver's licence.



**DUTIES** : Ensure proper selection and procurement of drugs and surgical items. Rational use of drugs. Monitor expenditure of pharmaceutical and surgical items. Perform stock control functions. Proper reconciliation of pharmaceutical and surgical accounts.

**ENQUIRIES APPLICATIONS** : Ms. S Matheba Tel No: (013) 658 1070

**FOR ATTENTION** : The District Manager; Nkangala District Office; Private Bag X 7296; Emalahleni, 1035 or Piet Koornhof Building; Justice Street, Emalahleni, 1035.

**FOR ATTENTION** : Ms. S Matheba

**POST 10/219** : **DENTAL CHAIR ASSISTANT REF NO: MPDOH/MARCH/20/71**

**SALARY** : R168 429 – R192 576 per annum. (OSD requirements depending on years of experience)

**CENTRE REQUIREMENTS** : Lydenburg Hospital

**REQUIREMENTS** : Grade 12 or equivalent qualification. Dental Chair Assistant certificate from recognised institution registered. Current registration with HPCSA. Possession of ID document. A driver's license will be an added advantage. Good communication skills, good interpersonal relations.

**DUTIES** : Knowledge of dental assisting including: infection control, chair side assisting, maintaining of equipment, stock control, knowledge of materials and instruments and conducting inventory. Work in the dental surgery in clinics, mobiles and correctional services institutions and perform administrative duties including compiling statistics, registering patients answering telephone, filing of patient cards, ordering of materials, giving appointments to patients. Performing of relief duties in other clinics, prisons, mobile and institutions. Will be assisting the oral hygienist at schools as well as in clinics. Rotating within the Sub-district.

**ENQUIRIES APPLICATIONS** : Mr. I Zitha Tel No: (013) 755 5100

**FOR ATTENTION** : The District Manager; Ehlanzeni District Office; Private Bag X 11278; Mbombela, 1200 or Hand delivered to: 66 Anderson Street; Mbombela, 1200.

**FOR ATTENTION** : Isaac Zitha

**POST 10/220** : **DENTAL CHAIR ASSISTANT REF NO: MPDOH/MARCH/20/72**

**SALARY** : R168 429 – R192 576 per annum. (OSD requirements depending on years of experience)

**CENTRE REQUIREMENTS** : Impungwe Hospital

**REQUIREMENTS** : Grade 12 or equivalent qualification. Dental Chair Assistant certificate from recognised institution registered. Current registration with HPCSA. Possession of ID document. A driver's license will be an added advantage. Good communication skills, good interpersonal relations.

**DUTIES** : Knowledge of dental assisting including: infection control, chair side assisting, maintaining of equipment, stock control, knowledge of materials and instruments and conducting inventory. Work in the dental surgery in clinics, mobiles and correctional services institutions and perform administrative duties including compiling statistics, registering patients answering telephone, filing of patient cards, ordering of materials, giving appointments to patients. Performing of relief duties in other clinics, prisons, mobile and institutions. Will be assisting the oral hygienist at schools as well as in clinics. Rotating within the Sub-district.

**ENQUIRIES APPLICATIONS** : Ms. S Matheba Tel No: (013) 658 1070

**FOR ATTENTION** : The District Manager; Nkangala District Office; Private Bag X 7296; Emalahleni, 1035 or Piet Koornhof Building; Justice Street, Emalahleni, 1035.

**FOR ATTENTION** : Ms. S Matheba

**POST 10/221** : **DENTAL CHAIR ASSISTANT REF NO: MPDOH/MARCH/20/73**

**SALARY** : R168 429 – R192 576 per annum. (OSD requirements depending on years of experience)

- CENTRE** : Kwamhlanga Hospital
- REQUIREMENTS** : Grade 12 or equivalent qualification. Dental Chair Assistant certificate from recognised institution registered. Current registration with HPCSA. Possession of ID document. A driver's license will be an added advantage. Good communication skills, good interpersonal relations.
- DUTIES** : Knowledge of dental assisting including: infection control, chair side assisting, maintaining of equipment, stock control, knowledge of materials and instruments and conducting inventory. Work in the dental surgery in clinics, mobiles and correctional services institutions and perform administrative duties including compiling statistics, registering patients answering telephone, filing of patient cards, ordering of materials, giving appointments to patients. Performing of relief duties in other clinics, prisons, mobile and institutions. Will be assisting the oral hygienist at schools as well as in clinics. Rotating within the Sub-district.
- ENQUIRIES** : Ms. S Matheba Tel No: (013) 658 1070
- APPLICATIONS** : The District Manager; Nkangala District Office; Private Bag X 7296; Emalahleni, 1035 or Piet Koornhof Building; Justice Street, Emalahleni, 1035.
- FOR ATTENTION** : Ms. S Matheba