

**PROVINCIAL ADMINISTRATION: MPUMALANGA
DEPARTMENT OF HEALTH**

The Department of Health is an equal opportunity, affirmative action employer. It is our intention to promote representivity 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** : 10 December 2021 At 00h00 (Midnight). NB. Applicants are advised to apply as early as possible to avoid disappointments.
- NOTE** : Applications should be submitted on the online application system of the Department of Health (Mpumalanga Province) and applicants must submit copies of qualifications, identity documents and drivers licence (where appropriate) and any other relevant documents. Such copies need not be certified when applying for the post. The communication from the HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following communication from HR. Please quote the Correct references when applying and where possible the station/centre where the post is. www.mpuhealth.gov.za Only Online Applications will be accepted. NB: Candidates who are not contacted within 6 months after the closing date must consider their applications as having been unsuccessful. Please Note Candidates shortlisted for SMS positions will be subjected to a Technical Exercise as part of the interview. Recommended candidates for MMS and SMS posts will need to undergo a Competency Assessment. Candidate recommended for SMS positions must be in possession of Certificate of Entry into SMS within the Public Service obtained from the NSG before they are appointed. Security clearance will be conducted before appointment is made in all positions. Those who have previously applied for the re-advertised posts may re-apply. The Department reserves the right to amend / review / withdraw the advertised posts if by so doing, the best interest of the department will be well served. (People with disabilities are also requested to apply and indicate such in their applications)

OTHER POSTS

- POST 42/213** : **CLINICAL MANAGER GRADE 1 (REPLACEMENT) REF. NO: MPDOH/NOV/21/25**
- SALARY** : R1 191 510 - R1 1 322 391 per annum (Depending of years of experience in terms of (OSD).
- CENTRE** : Mmamethlake Hospital, Nkangala District.
- REQUIREMENTS** : Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner and proof of current HPCSA registration (2021). A minimum of ten (10) years appropriate experience after registration with HPCSA as a Medical Practitioner. Postgraduate management qualification will be an added advantage. Computer literacy in Microsoft Package (Word, Excel and Power Point) and a valid driver's license. Knowledge in Administration, Finance and Supply Chain Management. Strong communication, customer management, leadership, interpersonal skills and strategic management. Problem solving, good analytical and decision-making skills. The prospective incumbent should have knowledge of good administration procedures relating to specific working environment including norms and standards. Good Planning and organizing skills. Sound knowledge and ability to implement policies and Public Service Legislative framework (such as National Health Act, PFMA, PSA and its regulations, Mental Health Act, and other relevant statutes). Must be able to work under pressure, cope with high workload and be willing to manage the hospital after hours.
- DUTIES** : Responsible for the leadership and management of the delivery of clinical services to patients referred to Witbank Hospital. Participate actively in administrative duties of the Departments. See to it that quality assurance, including clinical audit, is conducted in the Department in line with Ideal Hospital Framework and lead the department. Serve as the senior member of the hospital executive management team. Actively contribute to the formulation and implementation of the hospital operational plans. Support the hospital

Executive and General Management with the day-to-day running of the department. Assist the EXCO in the discharge of any responsibilities, which have been delegated. Participate in the management of activities of Witbank Hospital as a whole and attend all applicable management meetings. Ensure the employment of previously disadvantaged individuals in terms of race, gender and disability to enhance equity. Management of personnel performance and review thereof, (Contracting, review and final assessment). Report to the Office of the CEO. Perform any other duties delegated by the supervisor. Ability to work with people. NB: Any previous experience must be covered by the attachment of certificate of services.

ENQUIRIES : Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Michael Mlangeni Tel No: (013) 766 3753 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339 and IT related queries: Mr. Sydney Nkosi Tel No: (013) 766 3077 / 3004.

APPLICATIONS : Departmental Online Application System: www.mpuhealth.gov.za.

POST 42/214 : **DIRECTOR: HOSPITAL SERVICES REF NO: MPDOH/NOV/21/26**

SALARY CENTRE REQUIREMENTS : R1 057 326 per.annum. (All-inclusive remuneration package).
: Gert Sibande District Office, Ermelo.
: An undergraduate qualification (NQF Level 7) as recognized by SAQA in Health Sciences. At least five (5) years' experience at a middle / senior managerial level in the public health service. A Master's Degree in Public Health and a postgraduate Management qualification will be an added advantage. Valid driver's licence. Knowledge, skills, and competencies: Sound knowledge of and experience in health services delivery at hospital level within the District Health System in line with relevant legislation and policies. Strategic capabilities and leadership, financial management, project management, problem-solving and analysis skills. Change management. Good negotiating, decision-making, inter-personal and time management skills. Computer literacy. Conflict management, client orientation and customer focus. A proactive thinker with excellent decision making skills. Ability to communicate and implement strategic objectives within an overall provincial framework. Possession of a valid Code B driver's licence. Manage and facilitate the provision of hospital services in the District. Facilitate the implementation of provincial Health Policies. Manage and coordinate Hospital Organisation and Community Health Services. Coordinate and facilitate the intra and inter district referral system.

DUTIES : Manage and facilitate the provision of hospital services in the District. Facilitate the implementation of provincial Health Policies. Manage and coordinate Hospital Organisation and Community Health Services. Coordinate and facilitate the intra and inter district referral system.

ENQUIRIES : Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Michael Mlangeni Tel No: (013) 766 3753 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339 and IT related queries: Mr. Sydney Nkosi Tel No: (013) 766 3077 / 3004.

APPLICATIONS : Departmental Online Application System: www.mpuhealth.gov.za.

POST 42/215 : **DEPUTY DIRECTOR: CORPORATE SERVICES REF NO: MPDOH/NOV/21/27**
(Re-Advertisement)

SALARY CENTRE REQUIREMENTS : R882 042 per annum (All-inclusive remuneration package).
: Themba Hospital, Ehlanzeni District.
: An undergraduate relevant qualification (NQF Level 7) in Administration or Public Management as recognized by SAQA in Administration or Public Management with at least five (5) years' relevant experience of which 3 years must be at supervisory level (ASD) in management. Knowledge of support services with reference to people management, facility management and supervision. Valid driver's licence. Willingness to work extra hours and be on standby. Advanced computer literacy (MS Word, Excel). Good written and communication skills. Good planning and organizational skills. Knowledge of the PFMA/Labour Relations and other relevant prescripts. Good interpersonal, problem – solving and dispute resolution, communication, analytical and writing skills. Computer literacy. Valid driver's license. Ability to work under pressure

with minimum supervision. Ability to conduct seminars or workshops and presentation of budget. Strong leadership, managerial, organisational, strategic, operational and contingency planning skills. Independent decision-making, problem-solving and interpersonal skills. Knowledge of the Public Service Regulations 2001, Public Service Act 1994, Employment Equity Act 55 of 1998, Labour Relations Act 66 of 1995 and other related prescripts of the Department of Health.

DUTIES : Effectively and efficiently run the Corporate Services within the District / hospital and give full support to other services and programmes in the district. Efficient and effective strategic planning of the corporate services. Management of personnel administration, human resource development and training, disciplinary procedures, labour relations, recruitment and selection processes and staff performance assessment. Management of hospital fees, admissions and medical records. Effectively manages all facility based support services and oversees maintenance requirements. Support to Medical Manager and management team. Ensure that the targets are achieved. Effectively manage and develop human resources, including sound employment relations. Support Employee Assistance Programme, departmental health information and communication technology functions in the district / hospital. Exercise and regulate, control over institutional activities. Monitor implementation of the plans. Represent the district / hospital in various forums at the district level and report to senior structures of the department. Provide subordinates with the overall policy framework and provide strategic leadership. Develop and maintain constructive working relationships within administration and support and other Professional structures. Monitor and ensure proper utilisation of financial and physical resources. Be responsible for the supervision and evaluation of the staff performance. Manage the office budget. Coordinate proper staffing of the facilities in the district / hospital.

ENQUIRIES : Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Michael Mlangeni Tel No: (013) 766 3753 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339 and IT related queries: Mr. Sydney Nkosi Tel No: (013) 766 3077 / 3004.

APPLICATIONS : Departmental Online Application System: www.mpuhealth.gov.za.

POST 42/216 : **ASSISTANT MANAGER NURSING (PN-B4): MATERNITY (REPLACEMENT) REF NO: MPDOH/NOV/21/28**

SALARY : R624 216 - R702 549 per annum (Depending of years of experience in terms of (OSD).

CENTRE : Rob Ferreira Hospital, Ehlanzeni District.

REQUIREMENTS : Senior Certificate / Grade 12 plus Basic qualification accredited with the South African Nursing Council in Terms of Government Notice R425, (i.e. Diploma / Degree in Nursing) or Equivalent qualification that allows registration with the SANC as a Professional Nurse and midwife plus a post basic nursing qualification, with duration of at least one (1) year, accredited with the SANC in terms of Government Notice No R212 in Advanced Midwifery and Neonatal Nursing Science. Minimum of 10 years' appropriate recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. At least six (6) years of the period referred to above must be appropriate recognizable experience in the specialty after obtaining the one year post basic qualification in Advanced Midwifery & Neonatal Nursing. At least three (3) years of the period referred to above must be appropriate recognizable experience at a management level. Proof of current registration with SANC (2021/2022). Diploma / Degree in Nursing Management. Proof of current and previous work experience endorsed and stamped by Human Resources Management (must be attached). Computer Literacy, Knowledge and insight into nursing processes and procedures. Knowledge and insight into nursing statutes and other relevant public service acts. Decision and problem-solving skills. Interpersonal and conflict management skills. Knowledge and implementation of Batho Pele principles. Good communication skills. Supervisory and analytical thinking skills. Basic understanding of human resources and financial management policies and practices.

DUTIES : Manage and co-ordinate the implementation of holistic, comprehensive, specialized nursing care in the Maternity Component, in conjunction with team members, within a professional and legal framework. Ensure the maintenance of quality care standards in the Obstetrics & Gynaecology services. Ensure

adequate supervision of staff and provision of quality patient care in an efficient and cost effective manner. Ensure effective utilization of all infection control and prevention practices by all staff including support services and cleaning staff. Supervise implementation of health care delivery policies, procedures, clinical guidelines, and protocols, operational and strategic plans aimed at improving service delivery. Facilitate and ensure implementation of Department priorities including National Norms and Standards. Monitor and evaluate the care and management of all patients and ensure keeping of accurate and complete patients records. Demonstrate a concern for patients, promoting and advocating proper treatment and care. Monitor and evaluate staff performance through implementation of PMDS. Coordinate clinical governance meetings relevant to the sub-component. Ability to present PIPP AND CHIPP programme. Monitor and evaluate maternity and perinatal statistics. Oversee all aspects related to mother and child (Malnutrition, FP, BFHI, and CARMMA). Ensure ethics and professionalism is maintained. Demonstrate effective communication with staff, patients and multidisciplinary team. Exercise control over discipline grievance on all labour related issues. Develop/ establish and maintain constructive working relationship with nursing and other stakeholder. Maintain professional growth and development of self and subordinates. Maintain client satisfaction through monitoring and setting of service standards. Exercise control of discipline, grievance and labour related issues in terms of laid down procedures. Improve Quality Care through reduction of Public complaints and waiting times. **NB:** Any previous experience must be covered by the attachment of certificate of services.

- ENQUIRIES** : Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Michael Mlangeni Tel No: (013) 766 3753 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339 and IT related queries: Mr. Sydney Nkosi Tel No: (013) 766 3077 / 3004.
- APPLICATIONS** : Departmental Online Application System: www.mpuhealth.gov.za.
- POST 42/217** : **OPERATIONAL MANAGER (PN-B3): ICU (REPLACEMENT) REF NO: MPDOH/NOV/21/29**
- SALARY** : R571 242 - R662 223 per annum (Depending of years of experience in terms of (OSD).
- CENTRE** : Rob Ferreira Hospital, Ehlanzeni District.
- REQUIREMENTS** : Senior Certificate / Grade 12 plus Basic qualification accredited with the South African Nursing Council 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 one (1) year, accredited with the SANC in terms of Government Notice No R212 in Critical Care Nursing. 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 appropriate / recognizable experience in ICU after obtaining the one (1) year post basic Critical Care Nursing qualification. Proof of current registration with SANC (2021/2022). A Diploma /Degree in Nursing administration and Management is an added advantage. Attach Service certificate from the previous employer/s endorsed by Human Resource. Knowledge/skills: Basic computer literacy, strong Leadership skills, Good communication and Sound Interpersonal skills. Ability to work under pressure, manage own time, function as an effective leader of the nursing team. Implement and manage change. Willingness to work shifts and standby in accordance with the requirements of the unit and nursing services. Report writing.
- DUTIES** : The candidate will be responsible for Planning, Organizing, Managing, and coordinating as well as maintaining an optimal, specialized Nursing Services as an Operational Manager in ICU. Develop / establish and maintain constructive working relationships with Nursing and stakeholders (i.e. inter-Professional, inter-sectoral and multi – disciplinary team workers). Participate in the analysis, formulation, and implementation of nursing guidelines, practices, Standards, and procedures. Effectively manage the utilization of Human, Financial and Physical resources. Maintain professional Growth / Ethical standards and self-development. Deliver a supportive service to the Nursing Service and the institution by taking overall supervision after hours and on weekends. Ensure implementation of Norms and Standards and Ideal

Hospital Framework and develop Quality Improvement Plans. Manage Performance and Development of staff as well as participating in the Managers scheduled meetings. Exercise control of discipline, grievance and other labour related issues in terms of laid down policies or procedures. Manage data in the unit and ensure submission to facility information office. Identify develop and control Risk Management Systems within the unit. Provide safe therapeutic environment as laid by Nursing Acts, Occupational Health and safety Acts and all the applicable prescripts. Implementation and management of Infection Prevention and Control protocols. Uphold the Batho Pele and Patients Right Principles. **NB:** Any previous experience must be covered by the attachment of certificate of services.

ENQUIRIES : Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Michael Mlangeni Tel No: (013) 766 3753 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339 and IT related queries: Mr. Sydney Nkosi Tel No: (013) 766 3077 / 3004.

APPLICATIONS : Departmental Online Application System: www.mpuhealth.gov.za.

POST 42/218 : **OPERATIONAL MANAGER (PN-B3): LABOUR WARD (REPLACEMENT)**
REF NO: MPDOH/NOV/21/30

SALARY : R571 242 - R662 223 per annum (Depending of years of experience in terms of (OSD).

CENTRE : Rob Ferreira Hospital, Ehlanzeni District.

REQUIREMENTS : Senior Certificate / Grade 12 plus Basic qualification accredited with the South African Nursing Council 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 one (1) year, accredited with the SANC in terms of Government Notice No R212 in Advanced Midwifery and Neonatal Care. 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 appropriate / recognizable experience in Labour ward after obtaining the one (1) year post basic Advanced Midwifery and Neonatal Care qualification. Proof of current registration with SANC (2021/2022). A Diploma / Degree in Nursing administration and Management is an added advantage. Attach Service certificate from the previous employer/s endorsed by Human Resource. Knowledge/skills: Basic computer literacy, strong Leadership skills, Good communication and Sound Interpersonal skills. Ability to work under pressure, manage own time, function as an effective leader of the nursing team. Implement and manage change. Willingness to work shifts and standby in accordance with the requirements of the unit and nursing services. Report writing.

DUTIES : The candidate will be responsible for Planning, Organizing, Managing, and coordinating as well as maintaining an optimal, specialized Nursing Services as an Operational Manager in Labour ward. Develop / establish and maintain constructive working relationships with Nursing and stakeholders (i.e. inter-Professional, inter-sectoral and multi – disciplinary team workers). Participate in the analysis, formulation, and implementation of nursing guidelines, practices, Standards, and procedures. Effectively manage the utilization of Human, Financial and Physical resources. Maintain professional Growth / Ethical standards and self-development. Deliver a supportive service to the Nursing Service and the institution by taking overall supervision after hours and on weekends. Ensure implementation of Norms and Standards and Ideal Hospital Framework and develop Quality Improvement Plans. Manage Performance and Development of staff as well as participating in the Managers scheduled meetings. Exercise control of discipline, grievance and other labour related issues in terms of laid down policies or procedures. Manage data in the unit and ensure submission to facility information office. Identify develop and control Risk Management Systems within the unit. Provide safe therapeutic environment as laid by Nursing Acts, Occupational Health and safety Acts and all the applicable prescripts. Implementation and management of Infection Prevention and Control protocols. Uphold the Batho Pele and Patients Right Principles. **NB:** Any previous experience must be covered by the attachment of certificate of services.

- ENQUIRIES** : Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Michael Mlangeni Tel No: (013) 766 3753 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339 and IT related queries: Mr. Sydney Nkosi Tel No: (013) 766 3077 / 3004.
- APPLICATIONS** : Departmental Online Application System: www.mpuhealth.gov.za.
- POST 42/219** : **OPERATIONAL MANAGER (PN-B3): MENTAL HEALTH (REPLACEMENT) REF NO: MPDOH/NOV/21/31**
- SALARY** : R571 242 - R662 223 per annum (Depending of years of experience in terms of (OSD)).
- CENTRE** : Rob Ferreira Hospital, Ehlanzeni District.
- REQUIREMENTS** : Senior Certificate / Grade 12 plus Basic qualification accredited with the South African Nursing Council 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 the SANC in terms of Government Notice No R212 in Advanced Psychiatric Nursing. A minimum of 09 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 05 years of the period referred to above must be appropriate / recognizable experience in Psychiatric Nursing after obtaining the 1 year post basic Advanced Psychiatric Nursing qualification. Proof of current registration with SANC (2021/2022). A Diploma /Degree in Nursing administration and Management is an added advantage. Attach Service certificate from the previous employer/s endorsed by Human Resource. Knowledge/skills: Basic computer literacy, strong Leadership skills, Good communication and Sound Interpersonal skills. Ability to work under pressure, manage own time, function as an effective leader of the nursing team. Implement and manage change. Willingness to work shifts and standby in accordance with the requirements of the unit and nursing services. Report writing.
- DUTIES** : The candidate will be responsible for Planning, Organizing, Managing, and coordinating as well as maintaining an optimal, specialized Nursing Services as an Operational Manager in Mental Health Unit. Develop / establish and maintain constructive working relationships with Nursing and stakeholders (i.e. inter- Professional, inter-sectoral and multi – disciplinary team workers). Participate in the analysis, formulation, and implementation of nursing guidelines, practices, Standards, and procedures. Effectively manage the utilization of Human, Financial and Physical resources. Maintain professional Growth / Ethical standards and self-development. Deliver a supportive service to the Nursing Service and the institution by taking overall supervision after hours and on weekends. Ensure implementation of Norms and Standards and Ideal Hospital Framework and develop Quality Improvement Plans. Manage Performance and Development of staff as well as participating in the Managers scheduled meetings. Exercise control of discipline, grievance and other labour related issues in terms of laid down policies or procedures. Manage data in the unit and ensure submission to facility information office. Identify develop and control Risk Management Systems within the unit. Provide safe therapeutic environment as laid by Nursing Acts, Occupational Health and safety Acts and all the applicable prescripts. Implementation and management of Infection Prevention and Control protocols. Uphold the Batho Pele and Patients Right Principles. **NB:** Any previous experience must be covered by the attachment of certificate of services.
- ENQUIRIES** : Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Michael Mlangeni Tel No: (013) 766 3753 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339 and IT related queries: Mr. Sydney Nkosi Tel No: (013) 766 3077 / 3004.
- APPLICATIONS** : Departmental Online Application System: www.mpuhealth.gov.za.
- POST 42/220** : **OPERATIONAL MANAGER (PN-A5): GENERAL MALE SURGICAL (REPLACEMENT) REF NO: MPDOH/NOV/21/32**
- SALARY** : R450 939 - R507 531 per annum (Depending of years of experience in terms of (OSD)).
- CENTRE** : Rob Ferreira Hospital, Ehlanzeni District.

- REQUIREMENTS** : Senior Certificate / Grade 12 plus Basic qualification accredited with the South African Nursing Council 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. A minimum of seven (7) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Proof of current registration with SANC (2021/2022). A Diploma / Degree in Nursing administration and Management is an added advantage. Attach Service certificate from the previous employer/s endorsed by Human Resource. Knowledge/skills: Basic computer literacy, strong Leadership, Good communication and Sound Interpersonal skills. Ability to work under pressure, manage own time, function as an effective leader of the nursing team. Implement and manage change. Willingness to work shifts and standby in accordance with the requirements of the unit and nursing services. Report writing.
- DUTIES** : The candidate will be responsible for Planning, Organizing, Managing, and coordinating as well as maintaining an optimal Nursing Services as an Operational Manager in Male Surgical ward. Develop / establish and maintain constructive working relationships with Nursing and stakeholders (i.e. inter-Professional, inter-sectoral and multi – disciplinary team workers). Participate in the analysis, formulation, and implementation of nursing guidelines, practices, Standards, and procedures. Effectively manage the utilization of Human, Financial and Physical resources. Maintain professional Growth / Ethical standards and self-development. Deliver a supportive service to the Nursing Service and the institution by taking overall supervision after hours and on weekends. Ensure implementation of Norms and Standards and Ideal Hospital Framework and develop Quality Improvement Plans. Manage Performance and Development of staff as well as participating in the Managers scheduled meetings. Exercise control of discipline, grievance and other labour related issues in terms of laid down policies or procedures. Manage data in the unit and ensure submission to facility information office. Identify develop and control Risk Management Systems within the unit. Provide safe therapeutic environment as laid by Nursing Acts, Occupational Health and safety Acts and all the applicable prescripts. Implementation and management of Infection Prevention and Control protocols. Uphold the Batho Pele and Patients Right Principles. **NB:** Any previous experience must be covered by the attachment of certificate of services.
- ENQUIRIES** : Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Michael Mlangeni Tel No: (013) 766 3753 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339 and IT related queries: Mr. Sydney Nkosi Tel No: (013) 766 3077 / 3004.
- APPLICATIONS** : Departmental Online Application System: www.mpuhealth.gov.za.
- POST 42/221** : **OPERATIONAL MANAGER (PN-A5): GENERAL FEMALE SURGICAL (REPLACEMENT) REF NO: MPDOH/NOV/21/33**
- SALARY** : R450 939 - R507 531 per annum (Depending of years of experience in terms of (OSD)).
- CENTRE** : Rob Ferreira Hospital, Ehlanzeni District.
- REQUIREMENTS** : Senior Certificate / Grade 12 plus Basic qualification accredited with the South African Nursing Council 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. A minimum of seven (7) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Proof of current registration with SANC (2021/2022). A Diploma/Degree in Nursing administration and Management is an added advantage. Attach Service certificate from the previous employer/s endorsed by Human Resource. Knowledge/skills: Basic computer literacy, strong Leadership, Good communication and Sound Interpersonal skills. Ability to work under pressure, manage own time, function as an effective leader of the nursing team. Implement and manage change. Willingness to work shifts and standby in accordance with the requirements of the unit and nursing services. Report writing.
- DUTIES** : The candidate will be responsible for Planning, Organizing, Managing, and coordinating as well as maintaining an optimal Nursing Services as an

Operational Manager in Female Medical ward. Develop / establish and maintain constructive working relationships with Nursing and stakeholders (i.e. inter- Professional, inter-sectoral and multi – disciplinary team workers). Participate in the analysis, formulation, and implementation of nursing guidelines, practices, Standards, and procedures. Effectively manage the utilization of Human, Financial and Physical resources. Maintain professional Growth / Ethical standards and self-development. Deliver a supportive service to the Nursing Service and the institution by taking overall supervision after hours and on weekends. Ensure implementation of Norms and Standards and Ideal Hospital Framework and develop Quality Improvement Plans. Manage Performance and Development of staff as well as participating in the Managers scheduled meetings. Exercise control of discipline, grievance and other labour related issues in terms of laid down policies or procedures. Manage data in the unit and ensure submission to facility information office. Identify develop and control Risk Management Systems within the unit. Provide safe therapeutic environment as laid by Nursing Acts, Occupational Health and safety Acts and all the applicable prescripts. Implementation and management of Infection Prevention and Control protocols. Uphold the Batho Pele and Patients Right Principles. **NB:** Any previous experience must be covered by the attachment of certificate of services.

ENQUIRIES : Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Michael Mlangeni Tel No: (013) 766 3753 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339 and IT related queries: Mr. Sydney Nkosi Tel No: (013) 766 3077 / 3004.

APPLICATIONS : Departmental Online Application System: www.mpuhealth.gov.za.

POST 42/222 : **OPERATIONAL MANAGER (PN-A5): GENERAL MALE MEDICAL (REPLACEMENT) REF NO: MPDOH/NOV/21/34**

SALARY : R450 939 - R507 531 per annum (Depending of years of experience in terms of (OSD).

CENTRE REQUIREMENTS : Rob Ferreira Hospital, Ehlanzeni District.
 Senior Certificate / Grade 12 plus Basic qualification accredited with the South African Nursing Council 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. A minimum of seven (7) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Proof of current registration with SANC (2021/2022). A Diploma/Degree in Nursing administration and Management is an added advantage. Attach Service certificate from the previous employer/s endorsed by Human Resource. Knowledge/skills: Basic computer literacy, strong Leadership, Good communication and Sound Interpersonal skills. Ability to work under pressure, manage own time, function as an effective leader of the nursing team. Implement and manage change. Willingness to work shifts and standby in accordance with the requirements of the unit and nursing services. Report writing.

DUTIES : The candidate will be responsible for Planning, Organizing, Managing, and coordinating as well as maintaining an optimal Nursing Services as an Operational Manager in Male Medical ward. Develop / establish and maintain constructive working relationships with Nursing and stakeholders (i.e. inter-Professional, inter-sectoral and multi – disciplinary team workers). Participate in the analysis, formulation, and implementation of nursing guidelines, practices, Standards, and procedures. Effectively manage the utilization of Human, Financial and Physical resources. Maintain professional Growth / Ethical standards and self-development. Deliver a supportive service to the Nursing Service and the institution by taking overall supervision after hours and on weekends. Ensure implementation of Norms and Standards and Ideal Hospital Framework and develop Quality Improvement Plans. Manage Performance and Development of staff as well as participating in the Managers scheduled meetings. Exercise control of discipline, grievance and other labour related issues in terms of laid down policies or procedures. Manage data in the unit and ensure submission to facility information office. Identify develop and control Risk Management Systems within the unit. Provide safe therapeutic environment as laid by Nursing Acts, Occupational Health and safety Acts and all the applicable prescripts. Implementation and management of Infection

		Prevention and Control protocols. Uphold the Batho Pele and Patients Right Principles. <u>NB</u> : Any previous experience must be covered by the attachment of certificate of services.
<u>ENQUIRIES</u>	:	Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Michael Mlangeni Tel No: (013) 766 3753 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339 and IT related queries: Mr. Sydney Nkosi Tel No: (013) 766 3077 / 3004.
<u>APPLICATIONS</u>	:	Departmental Online Application System: www.mpuhealth.gov.za .
<u>POST 42/223</u>	:	<u>OPERATIONAL MANAGER (PN-A5): GENERAL FEMALE SURGICAL (REPLACEMENT) REF NO: MPDOH/NOV/21/35</u>
<u>SALARY</u>	:	R450 939 - R507 531 per annum (Depending of years of experience in terms of OSD).
<u>CENTRE</u>	:	Rob Ferreira Hospital, Ehlanzeni District.
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12 plus Basic qualification accredited with the South African Nursing Council 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. A minimum of seven (7) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Proof of current registration with SANC (2021/2022). A Diploma/Degree in Nursing administration and Management is an added advantage. Attach Service certificate from the previous employer/s endorsed by Human Resource. Knowledge/skills: Basic computer literacy, strong Leadership, Good communication and Sound Interpersonal skills. Ability to work under pressure, manage own time, function as an effective leader of the nursing team. Implement and manage change. Willingness to work shifts and standby in accordance with the requirements of the unit and nursing services. Report writing.
<u>DUTIES</u>	:	The candidate will be responsible for Planning, Organizing, Managing, and coordinating as well as maintaining an optimal Nursing Services as an Operational Manager in Female Surgical ward. Develop / establish and maintain constructive working relationships with Nursing and stakeholders (i.e. inter- Professional, inter-sectoral and multi – disciplinary team workers). Participate in the analysis, formulation, and implementation of nursing guidelines, practices, Standards, and procedures. Effectively manage the utilization of Human, Financial and Physical resources. Maintain professional Growth / Ethical standards and self-development. Deliver a supportive service to the Nursing Service and the institution by taking overall supervision after hours and on weekends. Ensure implementation of Norms and Standards and Ideal Hospital Framework and develop Quality Improvement Plans. Manage Performance and Development of staff as well as participating in the Managers scheduled meetings. Exercise control of discipline, grievance and other labour related issues in terms of laid down policies or procedures. Manage data in the unit and ensure submission to facility information office. Identify develop and control Risk Management Systems within the unit. Provide safe therapeutic environment as laid by Nursing Acts, Occupational Health and safety Acts and all the applicable prescripts. Implementation and management of Infection Prevention and Control protocols. Uphold the Batho Pele and Patients Right Principles. <u>NB</u> : Any previous experience must be covered by the attachment of certificate of services.
<u>ENQUIRIES</u>	:	Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Michael Mlangeni Tel No: (013) 766 3753 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339 and IT related queries: Mr. Sydney Nkosi Tel No: (013) 766 3077 / 3004.
<u>APPLICATIONS</u>	:	Departmental Online Application System: www.mpuhealth.gov.za .
<u>POST 42/224</u>	:	<u>OPERATIONAL MANAGER (PN-A5): SURGICAL REF NO: MPDOH/NOV/21/36</u> (Re-Advertisement)
<u>SALARY</u>	:	R450 939 - R507 531 per annum (Depending of years of experience in terms of OSD).
<u>CENTRE</u>	:	Matikwana Hospital, Ehlanzeni District.

- REQUIREMENTS** : Senior Certificate / Grade 12 plus Basic qualification accredited with the South African Nursing Council 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. A minimum of seven (7) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Proof of current registration with SANC (2021/2022). A Diploma/Degree in Nursing administration and Management is an added advantage. Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices and how this impacts on service delivery. Demonstrate a basic understanding of HR and financial and practices. Knowledge of relevant legal framework such as Nursing Act, Health Occupational and Safety Act, Patients Right Charter, Batho Pele Principles, Operational Management Skills. Problem solving, planning and Organizing Skills. Expected to work under pressure and on night duty. Leadership. Supervisory, problem-solving, conflict resolution, inter-personal ad communication and communication skills. Demonstrate an in depth understanding of legislation and related ethical nursing practices and how this impact on service delivery. Computer literacy will be an added advantage (MS Word, Excel, PowerPoint and Outlook).
- DUTIES** : Supervise and ensure the provision of an effective and effective patient care through adequate nursing care. Co-ordinate and monitor the implementation of Nursing care plan and evaluation thereof. Provide the relevant health information to the health care users to assist in achieving optimal health care and rehabilitation of patients. Develop and maintain work relationship with nursing and other stakeholders. Participate in the analysis, formulation and implementation guidelines, practices standard and procedures. Manage and monitor proper utilization of human and financial resources. Participate in the development and analysis of nursing guidelines, procedures and protocols. Manage work place discipline. Manage staff performance, training and skills development. Collect provide and use relevant information for the enhancement of service delivery. Participate in and encourage nursing research. **NB:** Any previous experience must be covered by the attachment of certified certificate of services.
- ENQUIRIES** : Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Michael Mlangeni Tel No: (013) 766 3753 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu NkosiTel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339 and IT related queries: Mr. Sydney Nkosi Tel No: (013) 766 3077 / 3004.
- APPLICATIONS** : Departmental Online Application System: www.mpuhealth.gov.za.