

**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** : 24 June 2022
- NOTE** : Applicants are advised to apply as early as possible to avoid disappointments. Applications should be submitted on Form Z.83, obtainable from any Public Service Department. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. In order to alleviate administration burden on HR Sections as well as considering the cost for applicants, Departments are encouraged to request certified copies of qualifications and other relevant documents from shortlisted candidates only which may be submitted to HR on or before the day of the interview following communication from the relevant HR section of the Department. A complete set of application documents should be submitted separately for every post that you wish to apply for. Please ensure that you clearly state the full post description and the relevant Post Reference Number on your application. No fax applications will be considered. Applicants must ensure that they fully complete and sign form Z 83, even if they are attaching a CV. Incomplete and/or unsigned applications will not be considered. If you are currently in service, please indicate your PERSAL number at the top of form Z83. Due to ongoing internal processes, the Department reserves the right to withdraw any post at any time. The Department reserves the right to verify the qualifications of every recommended candidate prior to the issuing of an offer of appointment. All short listed candidates will be subject to a vetting process prior to appointment. If no response is received from Mpumalanga Department of Health within 90 days after the closing date of the advertisement, applicants must assume that their application was not successful. Please quote the CORRECT references when applying and where possible the station / centre where the post is. [www.mpuhealth.gov.za](http://www.mpuhealth.gov.za). Only online applications will be accepted. NB: Candidates who are not contacted within 90 DAYS 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)
- ERRATUM:** Kindly note that the post were advertised in Public Service Vacancy Circular 16 dated 06 May 2022, the post of an Assistant Director: Supply Chain Management (Replacement) (Provincial Office, Mbombela) with Ref No: MPDoH/APR/22/44 has been withdrawn.

**OTHER POSTS**

- POST 20/216** : **DEPUTY DIRECTOR: EXECUTIVE SUPPORT SERVICES:  
(REPLACEMENT) REF NO: MPDOH/JUNE/22/01**
- SALARY** : R744 255 per annum, (all-inclusive remuneration package)
- CENTRE** : Mapulaneng Hospital (Ehlanzeni District)
- REQUIREMENTS** : Senior Certificate / Grade 12 plus 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 in health environment of which 3 years must be at supervisory level (ASD) in management. A valid driver's licence. Skills and Competency: Sound knowledge of PFMA, National Health Act and Public Service regulations. Must

		have good communication (Verbal and written), interpersonal, report writing, planning and coordination, Strategic capability and Leadership skills, Computer Literacy, Project Management, Change Management and People Management. Progress Competencies: Knowledge Management, Problem Solving, Communication, Client Orientation and Customer Focus.
<b><u>DUTIES</u></b>	:	Manage and coordinate the implementation of quality assurance programmes. Manage and monitor the implementation of risk management and control services. Manage and monitor the implementation of waste management services. Render communication services. Administer Health information management system. Render gender and Transformation programmes. Render change management programmes.
<b><u>ENQUIRIES</u></b>	:	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.
<b><u>APPLICATIONS</u></b>	:	Departmental Online Application System: www.mpuhealth.gov.za.
<b><u>POST 20/217</u></b>	:	<b><u>ASSISTANT MANAGER NURSING (PN-B4): PHC (REPLACEMENT) REF NO: MPDOH/JUNE/22/02</u></b>
<b><u>SALARY</u></b>	:	R614 991 - R692 166 per annum, (Depending of years of experience in terms of OSD).
<b><u>CENTRE</u></b>	:	Msukaligwa Sub-District (Gert Sibande District)
<b><u>REQUIREMENTS</u></b>	:	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) that allows registration with the 'South African Nursing Council' (SANC) as a Professional Nurse and Midwifery plus a post basic nursing qualification, with duration of at least one (01) year accredited with the SANC in above mentioned specialties in nursing. A Diploma in Clinical Nursing Assessment, treatment and Care or Community Health Nursing Science. A minimum of ten (10) years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least six (6) years of the period referred to above must be appropriate/ recognisable experience in the relevant specialty after obtaining the 1-year post-basic qualification in the specific specialty. At least three (3) years of the period referred to above must be appropriate/ recognisable experience at management level. Experience and Knowledge of the District Health System. Must have understanding of principles of Primary Health Care Re-engineering. Demonstrate an in depth understanding of Nursing legislation and related legal and ethical nursing practices and how this impacts on service delivery. A valid Driver's Licence. NB: Any previous experience must be covered by the attachment of certificate of services.
<b><u>DUTIES</u></b>	:	Supervise and Support allocated PHC facilities in line with the PHC Supervision Policy. Conduct monthly red flags and regular reviews. Demonstrate understanding of the District Health Information System (DHIS). Demonstrate and basic understanding of HR and financial policies and practices. Must have the following skills: Administrative skills. Good interpersonal skill. Planning and organizational skills. Good written and communication skills. Problem solving and analytical skill. Basic computer literacy as a support tool to enhance service delivery Form part of the quarterly programme in-depth reviews together with respective Programme Co-ordinators. Form part of the Sub-district and District review session to monitor progress on set targets according to the District Health Plan (DHP). Ensure that PHC facilities that she/he is responsible for are compliant with the National Core Norms and Standards. Ascertain smooth implementation of the referral system and address constraints related to continuity of care. Support initiatives of the three streams of PHC Re-engineering. Implement the Performance Management and Development System (PMDS) with Operational Managers of PHC facilities that she/he is responsible for.
<b><u>ENQUIRIES</u></b>	:	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.
<b><u>APPLICATIONS</u></b>	:	Departmental Online Application System: www.mpuhealth.gov.za.

**POST 20/218** : **ASSISTANT MANAGER NURSING (PN-A7): MOTHER, CHILD, WOMAN, YOUTH & HEALTH (MCWYH) REF NO: MPDOH/JUNE/22/03**

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

**CENTRE** : Gert Sibande District Office, Ermelo

**REQUIREMENTS** : Senior Certificate / Grade 12 plus 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 (2022). A Diploma in Clinical Nursing Assessment, treatment and Care or Community Health Nursing Science. A minimum of eight (8) years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least three (3) years of the period referred to above must be appropriate/ recognisable experience at managerial level. Experience and Knowledge of the District Health System. Must have understanding of principles of Primary Health Care Re-engineering. Demonstrate an in depth understanding of Nursing legislation and related legal and ethical nursing practices and how this impacts on service delivery. Experience of working in MCWYH Primary Health Care or Hospital setting. To have knowledge of Health issues including Acts and Policies. Knowledge of Government Policies and Legislations. Knowledge in strategic planning, financial management and budgeting, monitoring and evaluation. The individual must be able to work under pressure. Possess a valid driver's license. Understanding MCWYH related policies. Strategic leadership qualities and programme management abilities. Good communication and human relation skills. Problem solving and decision making skills. Report writing skills. Computer literacy. Valid Driver's Licence. NB: Any previous experience must be covered by the attachment of certificate of services.

**DUTIES** : Coordinate MCWYH programme in the District and liaise with Province Sub-Directorate, Sub Districts and other sectors on issues related to MCWYH. Develop strategic plans, policies and protocols on implementation of MCWYH programme. Support Sub Districts with the implementation of national and provincial policies. Render technical support, advices and capacity building of personnel. Manage the MCWYH services in the District. Support the implementation of norms and standard for MCWYH programme. Manage the programme's finances and budget. Monitor and evaluate the impact of the programme. Compile reports.

**ENQUIRIES** : 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](http://www.mpuhealth.gov.za)

**POST 20/219** : **OPERATIONAL MANAGER NURSING (PN-B3): PHC (REPLACEMENTS) REF NO: MPDOH/JUNE/22/04 (X4 POSTS)**

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

**CENTRE** : Newtown Clinic (Nkangala District), Malelane Clinic (Ehlanzeni District). Kromdraai Clinic and Badplaas CHC (Gert Sibande 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 Primary Health Care. A minimum of nine (09) years appropriate / recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least five (05) years of the period referred to above must be appropriate / recognizable experience in theatre after obtaining the 1 year post basic PHC Nursing Science qualification. Proof of current registration with SANC (2022). Experience and knowledge of the District Health System. 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 will be on service delivery. Computer literacy will be an added advantage (MS Word, Excel, PowerPoint and Outlook). NB: Any previous experience must be covered by the attachment of certificate of services.

**DUTIES** : Manage and provide PHC facility supervisory in line with the PHC Supervision Guideline. Ensure clinical nursing practice by the nursing team in the facility in accordance with the scope and practice and nursing standard as determined by the relevant health facility. Promote quality nursing care as directed by the professional scope of practice and standard in accordance to the PHC delivery package. Ensure the implementation on National Core Norms and Standards including Six Priority Areas. Advocate for patients through ensuring adherence to Batho Pele Principles. Coordinate community involvement and participation. Manage and Monitor effective use and maintenance of assets and infrastructure of the facility. Monitor information management and documentation.

**ENQUIRIES** : 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](http://www.mpuhealth.gov.za).

**POST 20/220** : **OPERATIONAL MANAGER (PN-A5): FEMALE WARD (REPLACEMENT)**  
**REF NO: MPDOH/JUNE/22/05**

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

**CENTRE** : Mmamethlake Hospital (Nkangala 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 (2022). A Diploma / Degree in Nursing administration and Management is an added advantage. 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. NB: Any previous experience must be covered by the attachment of certificate of services.

**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 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.

**ENQUIRIES** : 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. Departmental Online Application System: www.mpuhealth.gov.za.
<b><u>APPLICATIONS</u></b>	:	
<b><u>POST 20/221</u></b>	:	<b><u>ASSISTANT DIRECTOR: HEALTH PROMOTION (REPLACEMENT) REF NO: MPDOH/JUNE/22/06</u></b>
<b><u>SALARY</u></b>	:	R477 090 per annum, (plus service benefits)
<b><u>CENTRE</u></b>	:	Nkangala District Office, Witbank
<b><u>REQUIREMENTS</u></b>	:	Senior Certificate / Grade 12 plus appropriate three year Diploma / Degree or Post Basic Diploma in Public Health with 3 – 5 years' extensive relevant experience of which three (3) years' experience must be at supervisory / managerial (Level 8). Understanding of the culture of people of Mpumalanga. Computer literacy. Sound interpersonal and communication skills (written and verbal). Good management and supervisory skills. Ability to work independently and tight deadlines. Analytical skills. A valid driver's licence.
<b><u>DUTIES</u></b>	:	Develop an integrated Health Promotion strategy that empowers community to improve control over their health. Implement Community based healthy lifestyle interventions to combat communicable and non-communicable disease. Implement and monitor the Health promoting School, early learning centres and Crèche Initiative in collaboration with the school health teams. Implement and monitor the Household Community Component of IMCI. Outbreak Response enablement and health & hygiene interventions. Establish and maintain a Resource centre. Work with the Private sector and organised labour to promote healthy lifestyle practices in the workplace. Advocate for health promotion programmes in institutions of higher education.
<b><u>ENQUIRIES</u></b>	:	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. Departmental Online Application System: www.mpuhealth.gov.za.
<b><u>APPLICATIONS</u></b>	:	
<b><u>POST 20/222</u></b>	:	<b><u>CLINICAL PROGRAMME CO-ORDINATOR GR1 (PN-A5): MOTHER, CHILD, WOMAN, YOUTH &amp; HEALTH (MCWYH) REF NO: MPDOH/JUNE/22/07</u></b>
<b><u>SALARY</u></b>	:	R450 939 - R507 531 per annum, (Depending of years of experience in terms of OSD).
<b><u>CENTRE</u></b>	:	Steve Tshwete Sub-District (Nkangala District)
<b><u>REQUIREMENTS</u></b>	:	Senior Certificate / Grade 12 plus Basic R425 qualification (i.e. Diploma / Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse (2022). A minimum of seven (7) years appropriate / recognisable experience in nursing after registration as a Professional nurse with SANC in General Nursing. Experience in infection control and prevention. Training in infection control will be an added advantage. Computer literacy. Understanding of infection control policy, good interpersonal skills, ability to plan and organize, presentation skills, conflict management skills, people management. NB: Any previous experience must be covered by the attachment of certificate of services.
<b><u>DUTIES</u></b>	:	Coordinate Mother, Child, Women, Youth and Health (MCWYH) programme in the Sub-District and liaise with Districts and other sectors on issues related to the programme. Develop strategic plans, policies and protocols on implementation of MCWYH programme. Support Sub Districts with the implementation of national and provincial policies. Render technical support, advices and capacity building of personnel. Manage the MCWYH services in the Sub-District. Support the implementation of norms and standard for MCWYH programme. Manage the programme's finances and budget. Monitor and evaluate the impact of the programme. Compile reports.
<b><u>ENQUIRIES</u></b>	:	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. Departmental Online Application System: www.mpuhealth.gov.za.
<b><u>APPLICATIONS</u></b>	:	

**POST 20/223** : **PROFESSIONAL NURSE GRADE 1 (PN-B1): OCCUPATIONAL HEALTH (REPLACEMENT) REF NO: MPDOH/JUNE/22/08**

**SALARY** : R388 974 – R450 939 per annum, (Depending of years of experience in terms of OSD).

**CENTRE** : Matibidi Hospital (Ehlanzeni District)  
**REQUIREMENTS** : Senior Certificate / Grade 12 qualification or equivalent plus Basic qualification accredited with the SANC in terms of Government Notice R425 (i.e. Diploma / Degree in General Nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse and Midwifery (2022), a post-basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in terms of Government Notice R212 specialty in Occupational Health Nursing Science. Minimum of four (4) years appropriate /recognizable experience in nursing after registration as a Professional Nurse with the SANC. Recommendations: Ability to function independently and to prioritize work. Leadership and sound interpersonal skills, problem solving and decision making skills. Good supervisory and teaching skills. NB: Any previous experience must be covered by the attachment of certificate of services.

**DUTIES** : Provision of optimal, holistic specialized nursing care with set standards and within a professional/legal framework. Provide comprehensive health care services in the in Occupational Health Unit. Ensure effective and efficient management of resources. Provide quality patient care, follow 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, labour and health care. Implement constructive working relations with nurses and other stake holders. Ensure compliance of Infection Prevention and Control policies. Ensure that equipment are functional and ready all the time. Ability to prioritize, coordinate activities of patient management according to protocols. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Participate in staff development and performance management. Report patient safety incidence, challenges and deficiencies within the unit. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Ensure adherence to Batho - Pele Principles and Patient's Right Charter.

**ENQUIRIES** : 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](http://www.mpuhealth.gov.za).

**POST 20/224** : **PROFESSIONAL NURSE GRADE 1 (PN-B1): PAEDIATRIC (REPLACEMENT) REF NO: MPDOH/JUNE/22/09**

**SALARY** : R388 974 – R450 939 per annum, (Depending of years of experience in terms of OSD).

**CENTRE** : Witbank Hospital (Nkangala District)  
**REQUIREMENTS** : Senior Certificate / Grade 12 qualification or equivalent plus Basic qualification accredited with the SANC in terms of Government Notice R425 (i.e. Diploma / Degree in General Nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse and Midwifery (2022), a post-basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in terms of Government Notice R212 specialty in Paediatric Nursing Science. Minimum of four (4) years appropriate /recognizable experience in nursing after registration as a Professional Nurse with the SANC. Recommendations: Ability to function independently and to prioritize work. Leadership and sound interpersonal skills, problem solving and decision making skills. Good supervisory and teaching skills. NB: Any previous experience must be covered by the attachment of certificate of services.

**DUTIES** : Provision of optimal, holistic specialized nursing care with set standards and within a professional/legal framework. Provide comprehensive health care services in the in Paediatric Unit. Ensure effective and efficient management of resources. Provide quality patient care, follow 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, labour and health care. Implement constructive working relations with nurses and other stake holders.

Ensure compliance of Infection Prevention and Control policies. Ensure that equipment are functional and ready all the time. Ability to prioritize, coordinate activities of patient management according to protocols. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Participate in staff development and performance management. Report patient safety incidence, challenges and deficiencies within the unit. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Ensure adherence to Batho - Pele Principles and Patient's Right Charter.

**ENQUIRIES** : 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](http://www.mpuhealth.gov.za).

**POST 20/225** : **PROFESSIONAL NURSE GRADE 1 (PN-B1): ADVANCED MIDWIFERY (REPLACEMENTS) REF NO: MPDOH/JUNE/22/10 (X2 POSTS)**

**SALARY** : R388 974 – R450 939 per annum, (Depending of years of experience in terms of OSD).

**CENTRE REQUIREMENTS** : Witbank Hospital (Nkangala District)  
 : Senior Certificate / Grade 12 qualification or equivalent plus Basic qualification accredited with the SANC in terms of Government Notice R425 (i.e. Diploma / Degree in General Nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse and Midwifery (2022), a post-basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in terms of Government Notice R212 specialty in Advanced Midwifery Nursing Science. Minimum of four (4) years appropriate /recognizable experience in nursing after registration as a Professional Nurse with the SANC. Recommendations: Ability to function independently and to prioritize work. Leadership and sound interpersonal skills, problem solving and decision making skills. Good supervisory and teaching skills. NB: Any previous experience must be covered by the attachment of certificate of services.

**DUTIES** : Provision of optimal, holistic specialized nursing care with set standards and within a professional/legal framework. Provide comprehensive health care services in the in Advanced Midwifery Unit. Ensure effective and efficient management of resources. Provide quality patient care, follow 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. Ensure compliance of Infection Prevention and Control policies. Ensure that equipment are functional and ready all the time. Ability to prioritize, coordinate activities of patient management according to protocols. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Participate in staff development and performance management. Report patient safety incidence, challenges and deficiencies within the unit. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Ensure adherence to Batho - Pele Principles and Patient's Right Charter.

**ENQUIRIES** : 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](http://www.mpuhealth.gov.za).

**POST 20/226** : **PROFESSIONAL NURSE GRADE 1 (PN-B1): ONCOLOGY (REPLACEMENT) REF NO: MPDOH/JUNE/22/11**

**SALARY** : R388 974 – R450 939 per annum, (Depending of years of experience in terms of OSD).

**CENTRE REQUIREMENTS** : Witbank Hospital (Nkangala District)  
 : Senior Certificate / Grade 12 qualification or equivalent plus Basic qualification accredited with the SANC in terms of Government Notice R425 (i.e. Diploma / Degree in General Nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse and Midwifery (2022), a post-basic nursing qualification, with a duration of at least 1 year, accredited with the

SANC in terms of Government Notice R212 specialty in Oncology Nursing Science. Minimum of four (4) years appropriate /recognizable experience in nursing after registration as a Professional Nurse with the SANC. Recommendations: Ability to function independently and to prioritize work. Leadership and sound interpersonal skills, problem solving and decision making skills. Good supervisory and teaching skills. NB: Any previous experience must be covered by the attachment of certified certificate of services.

**DUTIES** : Provision of optimal, holistic specialized nursing care with set standards and within a professional/legal framework. Provide comprehensive health care services in the in Oncology Unit. Ensure effective and efficient management of resources. Provide quality patient care, follow 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. Ensure compliance of Infection Prevention and Control policies. Ensure that equipment are functional and ready all the time. Ability to prioritize, coordinate activities of patient management according to protocols. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Participate in staff development and performance management. Report patient safety incidence, challenges and deficiencies within the unit. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Ensure adherence to Batho - Pele Principles and Patient's Right Charter.

**ENQUIRIES** : 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](http://www.mpuhealth.gov.za).

**POST 20/227** : **ASSISTANT DIRECTOR: SUPPLY CHAIN MANAGEMENT (REPLACEMENT) REF NO: MPDOH/JUNE/22/12**

**SALARY CENTRE REQUIREMENTS** : R382 245 per annum, (plus service benefits)  
: Witbank Hospital (Nkangala District)  
: Senior Certificate / Grade 12 plus Diploma / Degree in Finance / Logistics / Procurement / Supply Chain / Financial / Accounting Managements with 3 – 5 years' extensive relevant experience of which three (3) years' experience must be at supervisory / managerial (Level 8). Experience in acquisition of goods and services, procurement of goods, logistic, fleet management, and demand and contract management. Computer literacy, presentation skills, good communication skill and excellent interpersonal relations. Experience on government systems (BAS & LOGIS) and knowledge of financial prescripts. Knowledge of legislative prescripts governing the public sector Financial Administration, but emphasis should be on the Public Finance Management Act and Treasury Regulations, the Preferential Procurement Policy Framework Act of 2000, supply chain management. A guide to Accounting Officer / Authority and practice notes. Full knowledge of management and performance on the transversal system used in Government. Skills such as MS Word and Excel Spreadsheet application of any software, financial analytical skills, will be a pre-requisite. Extensive knowledge of all relevant legislation. Practical knowledge of Basic Accounting System (BAS) and LOGIS including SCOA (Standard Chart of Accountants). Valid driver's licence. Analytical skills. A valid driver's licence.

**DUTIES** : Implementation of asset, acquisition, procurement, logistic, demand, contract and fleet management policies and procedures of the department, Oversee, coordinate and advice on the process of drafting specifications / terms of reference and special conditions of contract, compile a procurement plan. Compile monthly SCM reports. Oversee the utilization of the Central Supplier Database in the bid / quotation process. Control and oversee a compliant execution of the bid / quotation processes. Oversee management of fleet and assets. Administer demand management inventory. Oversee management of department, provincial interdepartmental and national contracts. Compile operational plan for the unit. Identify and mitigate risk within the unit providing training to officials on new developments and SCM processes and policies.



		Management of Human Resource in the unit including performance assessment of the officials in the unit.
<b><u>ENQUIRIES</u></b>	:	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.
<b><u>APPLICATIONS</u></b>	:	Departmental Online Application System: www.mpuhealth.gov.za.
<b><u>POST 20/228</u></b>	:	<b><u>ASSISTANT DIRECTOR: FINANCE REF NO: MPDOH/JUNE/22/13 (X2 POSTS)</u></b> (Re-Advertisement)
<b><u>SALARY CENTRE</u></b>	:	R382 245 per annum, (plus service benefits) Gert Sibande District Office, Ermelo and KwaMhlanga Hospital (Nkangala District)
<b><u>REQUIREMENTS</u></b>	:	Senior Certificate / Grade 12 plus Diploma / Degree in Finance / Financial / Accounting with 3 – 5 years' extensive relevant experience of which three (3) years' experience must be at supervisory / managerial (Level 8) within Financial / Accounting Management Environment. Knowledge of legislative prescripts governing the public sector Financial Administration, but emphasis should be on the Public Finance Management Act and Treasury Regulations, the Preferential Procurement Policy Framework Act of 2000, supply chain management. A guide to Accounting Officer / Authority and practice notes. Full knowledge of management and performance on the transversal system used in Government. Skills such as MS Word and Excel Spreadsheet application of any software, financial analytical skills, will be a pre-requisite. Extensive knowledge of all relevant legislation. Practical knowledge of Basic Accounting System (BAS) and LOGIS including SCOA (Standard Chart of Accountants). Analytical skills. A valid driver's licence.
<b><u>DUTIES</u></b>	:	Responsible for the effective financial management and accounting which includes: the implementation of financial systems and timely submission of financial reports in strict compliance with the PFMA and other prescripts, preparation and maintenance of bank reconciliation statements, preparation, compilation and interpretation of Interim and Annual Financial Statements. Develop and manage the budget processes in the institution in conjunction with hospital management and other stakeholders in line with departmental financial strategy. Improve supply chain management compliance in line with related prescripts. Develop, implement and monitor measures designed to optimize revenue collection. Manage institutional fleet, and maintenance/repairs of infrastructure and buildings. Ensure that all payments for compensation of employees, goods and services, transfers, subsidies and reporting are efficiently and effectively performed. Reconcile all ledger accounts with control accounts in the ledger. Liaise with relevant role players regarding transversal financial matters. Ensure that all financial records and documents are kept safe and up to date. Must be able to identify, develop and implement internal controls (including policies) to prevent unauthorized, irregular and fruitful expenditure. Ensure effective management of debtors. Manage Finance staff, undertake human resource and other related administrative functions, and ensure sound financial management is provided all the time within the hospital. Identification of measure cost drivers and develop strategies to minimize over spending of budget.
<b><u>ENQUIRIES</u></b>	:	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.
<b><u>APPLICATIONS</u></b>	:	Departmental Online Application System: www.mpuhealth.gov.za.
<b><u>POST 20/229</u></b>	:	<b><u>OCCUPATIONAL THERAPIST GRADE 1 (REPLACEMENT) REF NO: MPDOH/JUNE/22/14</u></b>
<b><u>SALARY</u></b>	:	R322 746 – R367 299 per annum, (Depending of years of experience in terms of OSD).
<b><u>CENTRE</u></b>	:	Middelburg Hospital (Nkangala District)
<b><u>REQUIREMENTS</u></b>	:	Senior Certificate / Grade 12 plus appropriate qualification that allows for the registration with the HPCSA in the relevant profession (where applicable). Current registration with the HPCSA as an Occupational Therapist (2022) (Independent Practice). A valid work permit will be required from non-South

Africans. **Grade 1:** No experience required after registration with the HPCSA as an Occupational Therapist (Independent Practice). Minimum of 1 year relevant experience after registration with a recognised Foreign Health Professions and / or the HPCSA as an Occupational Therapist (Independent Practice) for foreign qualified employees. Clinical experience in general adult and pediatric assessment and treatment is required. Knowledge in the fields of mental health, vocational rehabilitation, neurology, hand injuries, burns, amputations, developmental delays, etc. is be expected. Clinical experience in these fields will be beneficial. NB: Any previous experience must be covered by the attachment of certificate of services.

**DUTIES** : To provide optimal and evidence based occupational therapy in individual and group settings for in, out and clinics patients. To administer standardized and clinical assessments to patients requiring FCEs and other clinical reports. To perform and complete administrative functions including record keeping, statistics, participate in various meetings and awareness campaigns. To plan for and participate in internal and external audits and ensure departmental standards and effective service delivery. To participate in the performance management and training and development programs within the department. To supervise junior level staff. To supervise allocated students and learners.

**ENQUIRIES** : 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 20/230** : **SENIOR STATE ACCOUNTANT: BUDGET AND EXPENDITURE (REPLACEMENT) REF NO: MPDOH/JUNE/22/15**

**SALARY** : R321 543 per annum, (plus service benefits)  
**CENTRE** : Piet Retief Hospital (Gert Sibande District)  
**REQUIREMENTS** : Senior Certificate / Grade 12 or equivalent qualification plus six (6) years relevant experience in Finance and Financial Transversal Systems (LOGIS & BAS) or Degree / Diploma in Finance / Logistics / Procurement / Supply Chain / Financial / Accounting Managements with three (3) years relevant experience in Finance and Financial Transversal Systems (LOGIS & BAS). Understanding financial Management as implemented in Government and within the context of infrastructure/construction finance and spending. Knowledge: PFMA/Division of Revenue Act/Treasury Regulations/Practice Notes/Instructions/Circulars. Departmental Supply Chain Management Policies, Procedures and Delegations, Preferential Procurement Policy Framework Act of 2000, Promotion of Access to Information Act of 2000. Promotion of Administrative Justice Act of 2000. Government Immovable Asset Management Act of 2007. Health Act and Regulations, Act 61 of 2003. National Archives and Records Service Act of 1996. Public Service Act of 1994 and Regulations.

**DUTIES** : Extract relevant infrastructure project data from BAS and other relevant systems. Capture payments on LOGIS. Check budget allocation for payments processing. Prepare payments reports for internal purposes and PWRT schedule. Identify any variances of infrastructure projects expenditure against budgets and cash flow projections to the Assistant Director Finance. Overall management of staff and administration for the unit. Update financial commitments in line with approved budgets and cash flow projections. Update accruals for the unit on monthly basis. Validate that no duplicate payments as made in terms of projects with a Cession Agreement in terms of subcontractors. Attend to payment queries. Assist with supply chain management. Prepare the issuing of Work orders or Task orders after SCM processes have been completed. Assist with the capturing of invoices on LOGIS/BAS for payments after signed off by Director and Chief Director. [Authorization of issuing of work orders and payments of invoices will be the Director and Chief Director in terms of delegations]. Assist to manage adherence to financial policies [Division of Revenue Act, PFMA, SCM, National and Provincial Treasury directives / prescripts, Finance instructions, Departmental financial policies]. Development of employees. Undertake human resources and other related administrative functions. Establish and maintain effective and efficient communication arrangements.

**ENQUIRIES** : 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. Departmental Online Application System: www.mpuhealth.gov.za.

**APPLICATIONS**

**POST 20/231**

**PROFESSIONAL NURSE GRADE 1 (PN-A2): GENERAL NURSING AND MIDWIFERY (REPLACEMENTS) REF NO: MPDOH/JUNE/22/16 (X10 POSTS)**

**SALARY**

R260 760 – R302 292 per annum, (Depending of years of experience in terms of OSD).

**CENTRE**

Middelburg Hospital (Nkangala District) (X9 Posts)  
Paulina Morapeli CHC (Gert Sibande District) (X1 Post)

**REQUIREMENTS**

Senior Certificate/ Grade 12 qualification or equivalent plus Basic qualification accredited with the SANC in terms of Government Notice R425 (I.E. Diploma/ Degree in General Nursing and Midwifery) or equivalent qualification that allows registration with the SANC as Professional Nurse and Midwifery (2022). Current registration with SANC as Professional Nurse. A minimum of 1-10 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Recommendations: Ability to function independently and to prioritize work. Leadership and sound interpersonal skills, problem solving and decision making skills. Good supervisory and teaching skills. NB: Any previous experience must be covered by the attachment of certificate of services.

**DUTIES**

Demonstrate an understanding of Nursing legislation and related legal and ethical nursing practices. Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the health facility. Promote quality of nursing care as directed by the professional scope of practice and standards. Participate in the implementation of the National Core Standards and Ideal Hospital Realization Framework. Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Work as part of the multi-disciplinary team to ensure quality nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to Patient needs, requirements and expectations (Batho- Pele). Effectively manage resources allocated in your unit.

**ENQUIRIES**

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 20/232**

**PRINCIPAL PERSONNEL OFFICER (REPLACEMENT) REF NO: MPDOH/JUNE/22/17**

**SALARY**

R261 372 per annum, (plus service benefits)

**CENTRE**

Bethal Hospital (Gert Sibande District)

**REQUIREMENTS**

Senior Certificate / Grade 12 or equivalent plus three (3) years' experience in Human Resource unit or Diploma / Degree in Human Resource, Administration / Public Management. Extensive knowledge of PERSAL and at list must have three PERSAL courses including interpreting PERSAL reports. A Good understanding and Functional knowledge of the Public Service Act, Public Service regulations, Basic condition of employment Act, Employment Equity Act, Computer literacy, Good interpersonal skills, Good written and verbal communication skills. Ability to work under pressure. Sound communication and interpersonal skills. Analytical skills on problem solving, decision making and organizational skills. Computer literacy particularly MS, Excel, outlook & Word. A valid driver's licence will serve as an added advantage.

**DUTIES**

Implement and maintain human resource administration practices. Render administrative functions including the following: recruitment and selection of staff. HR provisioning (recruitment and selection, appointments, transfers, verification of qualifications, vetting of candidates, secretarial functions for interviews, absorptions of staff, probationary periods, etc. and also responsible for conditions of service and benefits: leave salaries, leave graduates, pensions, termination of services, procedure on Incapacity leave and ill-health,

housing allowance, overtime, translations and writing reports etc.). Coordinate Performance management system, address human resource administration enquiries to ensure the correct implementation of human resource management practices, inform, guide and advise the staff on human resource administration matters to enhance the correct implementation of human resource administration practices/policies. Assist with preparation of reports on human resource administration issues and statistics. Coordinate the implementation of recruitment and selection process. Provide support to Chief Personnel Officer / HR Manager.

**ENQUIRIES** : 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](http://www.mpuhealth.gov.za).

**POST 20/233** : **PROVISIONING ADMINISTRATIVE OFFICER: RTC (REPLACEMENT) REF NO: MPDOH/JUNE/22/18**

**SALARY** : R261 372 per annum, (plus service benefits)  
**CENTRE** : Regional Training Centre, Evander  
**REQUIREMENTS** : Senior Certificate / Grade 12 plus three (3) years relevant experience or Diploma / Degree in Finance / Public Administration / Management / Logistics Management / Procurement Management / Supply Chain Management. Knowledge and experience of provisioning administration, main focus in the following areas: LOGIS, Preferential Procurement Policy framework (PPPFA), State Tender Board Regulations (ST 36 and ST 37) and Public Finance Management Act (PFMA) and National Treasury Regulations and general knowledge of Basic accounting system (BAS). Knowledge of the Central Supplier Database. Introductory Training in Supply Chain Management field, as well as advanced knowledge of the CSD (Central Supplier Database) system is a must. The incumbent must have a working knowledge of a Computer Spreadsheet and Word processor. Facilitation skills, presentation skills, good Interpersonal and Customer Relations, as well as the ability to interpret and explain and to communicate registration and SCM processes to suppliers. Knowledge of the PFMA and all other prescripts regarding Supply Chain Management. Computer literacy. Sound interpersonal and communication skills (written and verbal). Good management and supervisory skills. Ability to work independently and tight deadlines. Valid driver's licence is a must.

**DUTIES** : Provisioning of goods and services. Procurement and accounting for all goods and services. Placement of orders and effect payment. Safekeeping of goods received and delivery thereof. Provisioning of administrative support for self-managing centre. Control of equipment /stock (stocktaking). Assist with responses to audit queries. Control of equipment / stock and asset management.

**ENQUIRIES** : 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](http://www.mpuhealth.gov.za).

**POST 20/234** : **PHARMACIST ASSISTANT (POST-BASIC) GRADE 1 (REPLACEMENT) REF NO: MPDOH/JUNE/22/19**

**SALARY** : R211 509 – R238 260 per annum, (Depending of years of experience in terms of OSD).

**CENTRE** : Themba Hospital (Ehlanzeni District)  
**REQUIREMENTS** : Senior Certificate / Grade 12. Registered as Post- Basic Pharmacist Assistant with South African Pharmacy Council (SAPC) (2022). Valid work permit will be required from non-South Africans. Skills in terms of consultations. Knowledge of current health and public service legislation, regulations and policies. Good communication, problem solving and conflict management skills. Professionalism, accuracy, flexibility, independence and ethical behaviour.

**DUTIES** : Ensure proper receipt recording and storage of all medicines and consumables according to standard operating procedures handled in the area of operations. Ensure responsibility and accountability for safe patient medicine use. Compounding and preparation of any medicines as delegated. Promote correct

evaluation prescriptions and legal processing of medicine prescription, stocktaking and distribution of supplies to the client. Promotion of Public Health. Ensure accurate recording of statistics and administrative requirements as required by policy. NB: Any previous experience must be covered by the attachment of certificate of services.

**ENQUIRIES**

: 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](http://www.mpuhealth.gov.za).