

**PROVINCIAL ADMINISTRATION: WESTERN CAPE
DEPARTMENT OF HEALTH**

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

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

OTHER POSTS

POST 21/739 : **MEDICAL SPECIALIST GRADE 1 TO 3 (RADIOLOGY)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R1 122 630 per annum
Grade 2: R1 283 592 per annum
Grade 3: R1 489 665 per annum
(A portion of the package can be structured according to the individual's personal needs.)

CENTRE : Victoria Hospital, Wynberg

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Specialist in Radiology. Registration with a professional council: Registration with the HPCSA as Medical Specialist in Radiology. Experience: **Grade 1:** None after registration with the HPCSA as a Medical Specialist in Radiology. **Grade 2:** A minimum of 5 years appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Radiology. **Grade 3:** A minimum of 10 years appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Radiology. Inherent requirements of the job: Valid (Code B/EB) driver's licence, willingness and ability to travel. It will be expected of the successful candidate to participate in a system of remunerated commuted overtime within the Metro Health Services. Competencies (knowledge/skills): Ability to oversee and report on radiological procedures, primarily CT-scanning services at a Large District Hospital. Work with a team of hospital clinicians to optimise use of CT-scanning facilities. Verbal and written communication skills in at least two of the three official languages of the Western Cape. Knowledge and understanding of relevant legislation, hospital procedures and policies.

DUTIES : Clinical service provision, primarily manage, administer and co-ordinate the implementation of a comprehensive CT scanning service. X-ray reporting, provide statistics and strategic planning and assistance for ultra-sound services. Ensure the maintenance of quality care standards in the radiology services together with Chief Radiographer and Clinical Manager. Guide staff, teaching, training and supervision of staff. Efficient use of resources, manage assets, consumables, and services effectively.

ENQUIRIES : Dr GL Dunbar Tel No: (021) 799-1211: Graeme.Dunbar@westerncape.gov.za

APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")

NOTE : No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted with their job application/on appointment. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)"

CLOSING DATE : 27 June 2022

<u>POST 21/740</u>	:	<u>MEDICAL SPECIALIST GRADE 1 TO 3 (PSYCHIATRY)</u> Chief Directorate: Rural Health Services
<u>SALARY</u>	:	Grade 1: R1 122 630 per annum Grade 2: R1 283 592 per annum Grade 3: R1 489 665 per annum (A portion of the package can be structured according to the individual's personal needs) (It will be expected of the successful candidates to participate in a system of remunerated commuted overtime).
<u>CENTRE REQUIREMENTS</u>	:	George Regional Hospital Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Psychiatry. Registration with a professional council: Registration with the HPCSA as a Medical Specialist in Psychiatry. Experience: Grade 1: None after registration with the HPCSA as Medical Specialist in Psychiatry. Grade 2: A minimum of 5 years' appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employees) as Medical Specialist in Psychiatry. Grade 3: A minimum of 10 years' appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employees) as Medical Specialist in Psychiatry. Inherent requirements of the job: Commuted overtime contract is compulsory, as well as ability to work after-hours. Valid (Code B/EB) driver's license, as well as willingness and ability to travel. Competencies (knowledge/skills): Ability to (read, write and speak) in at least two of the three official languages of the Western Cape. Knowledge of a public health approach to delivering integrated psychiatric services. Ability to work in integrated multi-disciplinary teams across platforms. Clinical, leadership, administrative, teaching and mentoring skills. Computer literacy in MS Office mandatory. Creativity to develop new ideas which can result in positive changes to existing processes. Appropriate experience in Psychiatry. Ability and experience in teaching.
<u>DUTIES</u>	:	Specialist psychiatric care to patients (all age groups) at George Hospital and at selected outreach sites in the beautiful Garden Route/Central Karoo districts. Participate in clinical governance of a growing integrated district mental health service. Teaching and clinical supervision of junior and allied mental health practitioners, generalists and medical students within a well-established Rural Training Complex.
<u>ENQUIRIES</u>	:	Dr BE Boon Tel No: (044) 802-4528, Email: Bernice.Boon@westerncape.gov.za
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. 'Candidates, who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted with their job application / on appointment. Please note that the afore-said concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (this includes individuals who must apply for change in registration status).'
<u>CLOSING DATE</u>	:	27 June 2022
<u>POST 21/741</u>	:	<u>PRINCIPAL PSYCHOLOGIST GRADE 1 (CHILD AND ADOLESCENT PSYCHIATRY)</u>
<u>SALARY</u>	:	R1 040 697 per annum, (A portion of the package can be structured according to the individual's personal needs).
<u>CENTRE REQUIREMENTS</u>	:	Red Cross War Memorial Children's Hospital, Rondebosch Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Clinical Psychologist. Registration with a professional council: Registration with the Health Professional Council as a Clinical Psychologist (Independent Practice). Experience: A minimum of 3 years' appropriate experience as a Clinical Psychologist after registration with the Health Professions Council of South Africa (HPCSA). Inherent requirement of the job: Ability to travel within the Cape metropole and surrounds. Competencies (knowledge/skills):

Excellent managerial, administrative, and leadership skills. Highly developed communication, interpersonal, analytical, and reflexive capacities. Extensive appropriate post registration experience of clinical service delivery and management of psychology services. Knowledge and expertise in child and adolescent psychology and mental health including direct clinical care, supervision of others, management of teams. Training and supervision of interns and clinical psychologists. Teaching and training at under and postgraduate levels in clinical psychology, child and adolescent psychiatry and mental health. Design and conduct of research, including evidence of post-graduate supervision and publication.

DUTIES : Strategic and operational management of the psychological services in the Division of Child and Adolescent Psychiatry (DCAP), RCWMCH. Effective Human Resource Management of clinical psychologists and interns at DCAP, RCWMCH. Provide comprehensive psychological treatment of child and adolescent patients with complex clinical conditions. Ensure appropriate training of intern psychologists in line with HPCSA guidelines. Research, teaching, administrative and social responsiveness activities related to joint appointment with the University of Cape Town as Head of Psychology at DCAP, RCWMCH.

ENQUIRIES : Dr P Gasela Tel No: (021) 685-4103, email: papani.gasela@uct.ac.za
APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")

NOTE : No payment of any kind is required when applying for this post.

CLOSING DATE : 27 June 2022

POST 21/742 : **MEDICAL OFFICER GRADE 1 TO 3 (PSYCHIATRY)**
 Chief Directorate: Rural Health Services

SALARY : Grade 1: R833 523 per annum
 Grade 2: R953 049 per annum
 Grade 3: R1 106 037 per annum
 (A portion of the package can be structured according to the individual's personal needs) (It may be expected of the successful candidates to participate in a system of remunerated commuted overtime).

CENTRE : George Regional Hospital
REQUIREMENTS : Minimum educational qualification: Appropriate qualification (MBCbB) that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with a professional council: Registration with the HPCSA as a Medical Practitioner. Experience: **Grade 1:** None after registration as Medical Practitioner with the HPCSA in respect of SA qualified employees. One-year relevant experience after registration as Medical Practitioner with a recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. **Grade 2:** A minimum of 5 years appropriate experience as Medical Practitioner after registration with the HPCSA as a Medical Practitioner in respect of SA qualified employees. A minimum of 6 years relevant experience after registration as Medical Practitioner with a recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. **Grade 3:** A minimum of 10 years appropriate experience as a Medical Practitioner after registration with the HPCSA as a Medical Practitioner in respect of SA qualified employees. A minimum of 11 years relevant experience after registration as Medical Practitioner with a recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Inherent requirements of the job: Valid (Code B/EB) driver's license, as well as willingness and ability to travel. Willingness and ability to work after-hours; an overtime contract is negotiable. Competencies (knowledge/skills): Ability to (read, write and speak) in at least two of the three official languages of the Western Cape. Knowledge of a public health approach to delivering integrated psychiatric services. Knowledge of the South African Mental Health Care Act. Ability to function in a multidisciplinary team. Clinical, leadership, administrative, and mentoring skills. Computer literacy in MS Office mandatory. Commitment to improving standards and quality of mental health care and patient safety within the hospital and community. Appropriate clinical experience in Psychiatry and/or a Diploma in Mental Health will be advantageous.

DUTIES : Examine patients to assess general physical condition, mental health disorders and intervene appropriately. Provide treatment for both psychiatric and medical conditions in accordance with evidence-based clinical protocols, guidelines, and relevant legislation. Consult or refer to appropriate levels of care and/or other healthcare providers when necessary. Collaborate with other healthcare professionals to plan, provide, and coordinate care. Ensure that appropriate liaison with family/ care providers is maintained while ensuring that the rights, dignity, confidentiality, and privacy of patients are maintained. Effective record-keeping (clinical, legal, general administration). Support and participate in quality improvement and patient safety initiatives. Support and mentor medical interns and medical students. Engage in CPD activities and other programs that support continuous learning.

ENQUIRIES : Dr BE Boon Tel No: (044) 802-4528

APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")

NOTE : No payment of any kind is required when applying for this post. 'Candidates, who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted with their job application / on appointment. Please note that the afore-said concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (this includes individuals who must apply for change in registration status).'

CLOSING DATE : 27 June 2022

POST 21/743 : **ASSISTANT MANAGER NURSING (SPECIALTY AREA: OUTPATIENTS DEPARTMENT)**

SALARY : R624 216 per annum (PN-B4)

CENTRE : Tygerberg Hospital, Parow Valley

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e., diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post-basic nursing qualification with a duration of at least 1 year accredited with the SANC in Medical and Surgical Nursing Science: Ophthalmology or Medical and Surgical Nursing Science: Oncology or Orthopaedic nursing science. Registration with a professional council: Current 2022 registration with the SANC as Professional Nurse. Experience: A minimum of 10 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 6 years of the period referred to above must be appropriate/recognisable experience in the specific specialty after obtaining the 1 year post basic qualification as mentioned above. At least 3 years of the period referred to above must be appropriate/recognisable experience at management level. Inherent requirement of the job: Strong leadership and good interpersonal communication skills. Good organisational skills and the ability to function in a team and under pressure. Will be required to work shifts, weekends and public holidays. Competencies (knowledge/skills): Computer literacy in Word, and Excel. Ability to communicate in at least two of the three official languages of the Western Cape. Knowledge of relevant legislation and policy related to this nursing specialty. Nursing Management qualification / skills.

DUTIES : The candidate will be responsible for management and co-ordination of clinical nursing care in the Outpatient Department of the hospital. Manage and facilitate both human resources and financial aspects related to the area being managed. Manage training, orientation, learning, professional growth and development, and participation in research within the clinical environment. Support / deputise for the deputy manager nursing and support the Nursing department and the institution.

ENQUIRIES : Ms F Marthinus Tel No: (021) 938-4055

APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")

NOTE : No payment of any kind is required when applying for this post.

CLOSING DATE : 27 June 2022

<u>POST 21/744</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: MATERNITY)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R388 974 per annum (PN-B1) Grade 2: R478 404 per annum (PN-B2)
<u>CENTRE</u>	:	Wesfleur Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as Professional Nurse and Midwife. Post-basic nursing qualification, with duration of at least 1 year, accredited with SANC in Advanced Midwifery and Neonatal Nursing Sciences. Registration with a professional council: Current registration with the SANC as Professional Nurse and Midwife. Experience: Grade 1: A Minimum of 4 years appropriate / recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Grade 2: A Minimum of 14 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in the specific specialty after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirement of the job: Required to work shifts and after hours (weekend, public holidays, and night duty). Competencies (knowledge/skills): Good verbal and written communication skills in at least two of the three official languages of the Western Cape. Computer literacy.
<u>DUTIES</u>	:	Responsible for the provision and implementation of comprehensive holistic nursing care and treatment to all pregnant clients. Assist with management of people management services within the Department. Effective utilization of financial resources within the department. Ensure the promotion of Quality Assurance, Infection Control and Prevention and Occupational Health and Safety within the Department. Deliver a support service to the Operational Manager and ensure effective coordination of the Nursing Division after hours.
<u>ENQUIRIES</u>	:	Ms LA Abrahams Tel No: (021) 816-500 Email: Lee-Anne.Abrahams@westerncape.gov.za
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. "Candidates who are not in possession of the required qualifications will be appointed into the general stream, and they will be required to obtain the necessary qualifications within a predetermined period of time. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application to register with the South African Nursing Council (SANC) and proof of payment of the prescribed registration fees to the SANC are submitted with their job application/on appointment. This concession is only applicable to candidates who apply for the first time for registration in a specific post basic qualification with the South African Nursing Council (including individuals who must apply for change in registration status).
<u>CLOSING DATE</u>	:	27 June 2022
<u>POST 21/745</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: OHS, IPC AND QA)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R388 974 per annum (PN-B1) Grade 2: R478 404 per annum (PN-B2)
<u>CENTRE</u>	:	False Bay Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma / degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as Professional Nurse. A post-basic nursing qualification with a duration of at least 1 year accredited with the SANC in Occupational Health Nursing Science. Registration with a professional council: Registration with the SANC as a Professional Nurse and proof of annual registration with the SANC. Experience: Grade 1: A minimum of 4 years appropriate/recognisable experience in nursing after registration as a Professional nurse with the SANC in General nursing. Grade 2: A minimum of 14 years appropriate/recognisable experience in nursing after registration as a Professional with the SANC in General nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in Occupational Health Nursing Science after obtaining the 1-year post-basic

- qualification in the relevant specialty. Inherent requirements of the job: Willingness to work shifts, day and night duty and public holidays to meet the operational requirements. Competencies (knowledge/skills): Good verbal and communication skills in at least two of the three official languages of the Western Cape. Practical knowledge of Occupational Health and Risk Management. Practical knowledge of research methodology and Quality Management. Ability to work independently and as part of the multi-disciplinary team. Computer literacy (Ms Word, Excel, Power point).
- DUTIES** : Provide Occupational Health Clinical Services at institutional level (promoting Health, Safety and Wellness in the workplace). Provide advisory services on all Occupational Health and Safety matters. Render an efficient administrative system and control of the Occupational Health Service. Conduct Risk assessment audits. Participate in training programmes in conjunction with People Management and Training Departments as required. Management and Promotion of Quality Assurance and Infection Prevention and Control (liaise with IPC related matters).
- ENQUIRIES** : Ms B Tyutu Tel No: (021) 832-5206
- APPLICATIONS** : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
- NOTE** : No payment of any kind is required when applying for this post. "Candidates who are not in possession of the required qualifications will be appointed into the general stream, and they will be required to obtain the necessary qualifications within a predetermined period of time. "Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted with their job application/on appointment. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status.
- CLOSING DATE** : 27 June 2022
- POST 21/746** : **ADMINISTRATION CLERK: SUPPLY CHAIN MANAGEMENT (ASSETS)**
Garden Route District
- SALARY** : R176 310 per annum
- CENTRE** : Ladismith Hospital
- REQUIREMENTS** : Minimum educational qualification: Senior certificate (or equivalent) with Mathematics and or Accounting as passed subject and or Senior Certificate or equivalent) with experience/competencies that focuses on the Key Performance Areas (KRA's) of the post. Inherent requirements of the job: Valid Code B/EB driver's licence. Knowledge of LOGIS procurement system. Experience: Appropriate experience and knowledge of LOGIS procurement system. Competencies (knowledge/skills): Sound theoretical and practical knowledge of asset functions/modules in LOGIS. Good interpersonal, verbal and written communication skills in at least two of the three official languages of the Western Cape. Computer literacy (i.e. MS word, Excel, Outlook (email) and LOGIS). Knowledge of the electronic purchasing system EPS to obtain quotations for goods and services. Ability to handle high work volume and meet strict deadlines.
- DUTIES** : Receive and issue and distribute items to end-users. Constant spot check with Bi-annual stock takes and assist with input for the preparation for the annual financial statements. Maintain 0-9 files and follow up deliveries. Manage and maintain inventory/asset control and the disposal of store items Control and monitor movement of assets. Day to day administrative duties, audit compliance and handling of enquiries written and telephonically. Adhere to and implement occupational and Health and Safety standards. Ensure that all transactions comply with legislative requirements and SCM prescripts. Perform procurement duties related to EPS process, evaluation and adjudication on system.
- ENQUIRIES** : Mr CP Anta Tel No: (028) 551-1342
- APPLICATIONS** : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
- NOTE** : No payment of any kind is required when applying for this post.
- CLOSING DATE** : 27 June 2022

POST 21/747 : **ADMINISTRATION CLERK: SUPPLY CHAIN MANAGEMENT (TRANSIT)**
West Coast District

SALARY : R176 310 per annum
CENTRE : Swartland Hospital
REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accountancy as a passed subject and/or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KRA's) of the post. Experience: Appropriate experience in Supply Chain Management, focusing on Procurement and Warehousing on a Computerised System. Inherent requirements of the job: Valid (Code B/EB) driver's licence. Physically fit and able to lift heavy items. Competencies (knowledge/skills): Applied knowledge of the Accounting Officer's System and SCM Delegations of the Department. Computer literacy (Windows/Word/Excel and Outlook). Good written and verbal communication skills in at least two of the three official languages of the Western Cape.

DUTIES : Management of Warehouse according to regulations, including Receiving and Issuing of goods. Report regularly to supervisor regarding compliance and assist with the preparation of inputs for the interim and annual financial statements (inventory). Perform system functions pertaining to warehousing, perform monthly stocktake and assistance with IFS & AFS stocktake processes. Perform the duties of procurement of goods to the warehouse, capturing Log 1's and issues. Execute compliance control related to Supply Chain Management/Finance and handle queries in all aspects within the Supply Chain Management Department. Assist with all general tasks within the Supply Chain Management and Finance Department.

ENQUIRIES : Mr M Leander Tel No: (022 4879230) Ms W Jasson Tel No: (022) 487 9215
APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")

NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 27 June 2022

POST 21/748 : **HEALTH PROMOTER**
(Chief Directorate: Metro Health Services)

SALARY : R147 459 per annum
CENTRE : Gugulethu Community Health Centre
REQUIREMENTS : Minimum educational qualification: General Education and Training Certificate (GETC) / Grade 9 (Std 7). Inherent requirement of the job: Valid Code B/EB driver's licence. Competencies (knowledge/skills): Good verbal and written communication skills in at least two of the three official languages of the Western Cape. Computer literacy. Presentation skills.

DUTIES : Render a high standard of health education and support service to clients maternity setting. Plan and implement health projects in facilities, schools, and communities to meet health objectives. Assist and strengthen COPC in the community. Assist with promotion of adequate Prevention of mother to child transmission. Assist with promotion of early booking in pregnant woman. Liaise with community's health co-ordinating structures, departments, local government and other stakeholders to promote integrated approach to health care. An efficient support service to the Health Facility Manager with respect to the adaptation of broad departmental policy to conform to the health educational/promotional needs of patients and the surrounding community. Monitor, evaluate, develop and implement service delivery programmes. Ensure effective and efficient utilisation of all available resources. Ensure a purposeful integration of health education and promotion service provision with services provided (health facility, stakeholders and other community-based services).

ENQUIRIES : Ms T Kami Tel No: (021) 699-8624
APPLICATIONS : The Director: Gugulethu Community Centre, c/o NY77 and NY78, Gugulethu, 7785.

FOR ATTENTION : Ms T Kami
NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 27 June 2022

POST 21/749 : **FOOD SERVICES AID**
(Chief Directorate: Metro Health Services)

SALARY : R104 073 per annum
CENTRE : Stikland Hospital
REQUIREMENTS : Minimum educational qualification: Basic numerical and literacy skills. Experience: Appropriate experience in a large scale, Food Service Unit. Inherent requirements of the job: Ability to work shifts which include weekends and public holidays. Incumbent must be physically fit to lift heavy objects and be on their feet the entire day. Competencies (knowledge/skills): Knowledge of production for normal and therapeutic diets in an Industrial Foodservice Unit on a large scale. Knowledge of hygiene, occupational health, HACCP and safety principles. Fluency in at least two of three official languages of the Western Cape.

DUTIES : Assist in the receipt and storage of all provisions and stock in the foodservice unit. Pre-preparation and production of all normal and therapeutic diets. Weighing, dishing and distribution of food to various wards. Cleaning of all areas, utensils and equipment in the Food Service Department. Adhere to Health and Safety prescripts, elementary control measures and standard operational procedures

ENQUIRIES : Mr H Johnson Tel No: (021) 940-4539
APPLICATIONS : The Chief Executive Officer, Stikland Hospital, Private Bag X13, Bellville 7535.
FOR ATTENTION : Mr CR Solomons
NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 27 June 2022

POST 21/750 : **FOOD SERVICES AID**
(Chief Directorate: Rural Health Services)

SALARY : R104 073 per annum
CENTRE : Paarl Hospital
REQUIREMENTS : Minimum requirement: Basic reading, writing and numerical skills. Experience: Appropriate experience in a large scale, Food Service Unit. Appropriate Large Scale Hospital Catering experience. Appropriate experience of therapeutic diets, food groups, preparation and cooking methods, and quality and portion control of food according to standardised recipes. Appropriate experience of the Cook-Chill System. Appropriate experience with patient's service.i.e. ward hostess. Inherent requirements of the job: Incumbent must be prepared to work shifts and overtime which include weekends and public holidays. Incumbent must be healthy and strong enough to lift heavy objects and be on their feet the entire day. Ability to do work of physical natures. Competencies (knowledge/skills): Knowledge of production for normal and therapeutic diets in an Industrial Foodservice Unit on a large scale. Knowledge of hygiene, occupational health, HACCP and safety principles. Ability to maintain good interpersonal skills. Ability to communicate in at least two of the three official languages of Western Cape. Proof of attendance of a Kitchen Hygiene, Kitchen Cleaner or an Assistant Chefs, will be an added advantage. Ability to function within a team and work under pressure. The ability to read, speak and write in at least two of the three official languages of the Western Cape.

DUTIES : Pre preparation and production of all normal and therapeutic diets in accordance with the PAWC Food Service Policy. Follow standardised PAWC Receipts and Menus. Weighing, dishing and distribution of food to various wards. Clean and maintain the kitchen area and equipment as well adhere to health and safety regulations. Dress according to Departmental specifications and adhere to Hospital / PAWC Policy. Follow and adhere to Health and Safety prescripts. Follow and adhere to elementary control measures and standard operational procedures.

ENQUIRIES : Ms D Koen Tel No: (021) 860-2546
APPLICATIONS : The Chief Executive Officer, Paarl Hospital, Private Bag X3021, Paarl 7621.
FOR ATTENTION : Mr K Cornelissen
NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 27 June 2022

POST 21/751 : **GENERAL WORKER STORES**
Overberg District

SALARY : R104 073 per annum

- CENTRE** : Swellendam Hospital
- REQUIREMENTS** : Minimum requirement: Basic numeric and literacy skills. Inherent requirement of the job: Physically fit to handle heavy boxes and equipment. Competencies (knowledge/skills): Good communication and interpersonal skills. Knowledge of Basic SCM rules and regulations according to stock control. High level of excellence and accuracy in work.
- DUTIES** : (key result areas/outputs): Keep Bin Cards Up to date. Cleaning of shelves and general stores area as well as yard around stores. Distribution and delivery of stock to all departments of Swellendam and Cape Agulhas Sub District. Maintain stock levels on shelves. Responsible for the safekeeping of all stock in the stores and on shelves according to SCM prescripts and regulations. Assist Store Clerk with pick and unpacking of store stock. Assist with unloading of delivery vehicles when necessary. Provide effective support to supervisor and colleagues.
- ENQUIRIES** : Mr N Elias Tel No: (028) 514- 8400
- APPLICATIONS** : The Director: Overberg District Office, Private Bag X07, Caledon, 7230.
- FOR ATTENTION** : Mr E Sass
- NOTE** : No payment of any kind is required when applying for this post.
- CLOSING DATE** : 27 June 2022