

**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 43/233 : **MEDICAL SPECIALIST GRADE 1 TO 3 (PLASTIC RECONSTRUCTIVE SURGERY)**

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 REQUIREMENTS : Groote Schuur Hospital, Observatory
Minimum educational qualification: Appropriate qualification that allows registration with Health Professions Council of South Africa (HPCSA) as Medical Specialist in Plastic Surgery. Registration with a professional council: Registration with the HPCSA as a Medical Specialist in Plastic Surgery. Experience: **Grade 1:** None after registration with the HPCSA as a Medical Specialist in Plastic Surgery. **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 Medical Specialist in Plastic Surgery. **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 Medical Specialist in Plastic Surgery. Competencies (knowledge/skills): Skills and experience in undergraduate and postgraduate teaching and training. Ability to initiate research, strong academic record in terms of teaching and research supported by publications and presentations. Support to postgraduate and Masters' students. Commitment to attaining advanced surgical skills especially in Microsurgery. Computer literacy, the ability to develop and work with databases. Ability to communicate effectively (verbal and written) in at least two of the three official languages. Ability to work in a team.

DUTIES : Assist with leadership and oversight of the day-day running of the Division of Plastic and Reconstructive Surgery. Assess, investigate and manage patients referred to the Plastic Surgery service from the Western Cape and beyond. Help manage the out-patient service for Plastic Surgery. Assist with cross-cover for the plastic service at Red Cross War Memorial Children's Hospital. Ensuring, as part of a team, continuous improvements in the quality, efficiency and outcome of plastic surgery patients. Actively participate in all the academic activities of the division including performing and overseeing research. Train under/post-graduate students, including elective students, and other allied health personnel.

ENQUIRIES APPLICATIONS : Prof S Adams Tel No: (021) 406-6415
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 on or before the day of the interview."

CLOSING DATE : 25 November 2022

POST 43/234 : **OPERATIONAL MANAGER NURSING (SPECIALTY: THEATRE)**

SALARY : R571 242 per annum
CENTRE : Groote Schuur Hospital

REQUIREMENTS

Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwife. A post-basic nursing qualification with duration of at least one year, accredited with the SANC in Operating Theatre Nursing Science in terms of R212. Registration with a professional council: Registration with the SANC as Professional Nurse and Midwife. Competencies (knowledge/skills): Principles of Management: Supervisory, problem solving, conflict resolution and interpersonal skills. Leadership, communication skills and computer literacy. Knowledge of Nursing legislation related legal and ethical nursing practices and framework. Labour relations legislation and relevant public sector policies and protocols. Human Resources and Financial Management, including computer literacy (i.e. Ms Word, Excel, PowerPoint and Outlook). Extensive knowledge in General Nursing and the relevant Nursing Specialty.

DUTIES

: Provide leadership in the allocated area to realise the strategic goals and objectives of the Nursing Division. Responsible for the co-ordination and delivery of quality nursing care within the relevant department. Participate in formulation, monitoring and implementation of policies, guidelines, standards, procedures and regulations pertaining to nursing care within the relevant Department. Provide effective support and management of human, material and financial resources, as well as Functional Business FBU management principles. Manage staff performance, training and personal development of self and subordinates including management of underperformance and grievances. Collect, provide and use relevant information for the enhancement of service delivery. Participate in and encourage nursing research.

**ENQUIRIES
APPLICATIONS**

: Mr A Mohamed Tel No: (021) 404-2071
: Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")

**NOTE
CLOSING DATE**

: No payment of any kind is required when applying for this post.
: 25 November 2022

POST 43/235

: **OPERATIONAL MANAGER NURSING (PRIMARY HEALTH CARE) (X2 POSTS)**
Chief Directorate: Metro Health Services

**SALARY
CENTRE**

: R571 242 (PN-B3) per annum
: Khayelitsha Community Day Centre (X1 Post)
: Nomzamo CDC (X1 Post)

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 and Midwife. A post-basic qualification with duration of at least 1-year Diploma in Clinical Nursing Science: Health Assessment, Treatment and Care accredited with the SANC (R48). Registration with a professional council: Registration with the SANC as a Professional Nurse and Midwife. Experience: A minimum of 9 years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience in a specific specialty after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirement of the job: Code (B/EB) driver's licence. Willingness to work after hours. Competencies (knowledge/skills): The ability to manage operation in a Primary Health Care Facilities. Computer literacy (MS office). Proven transformation leadership abilities. Good interpersonal, people and change management skills. Knowledge of Public Sector legislation. The ability to function independently as well as in a multi-disciplinary team and make decisions. Ability to formulate collaborative relationship with various stake holders across the primary health care platform.

DUTIES

: Leadership, Guidance and Support to overall management to achieve operational goals and objectives. Support to Manager using information to enhance service delivery and priority programs as co-ordination of higher education students, NPO's and relevant stake holders. Ensure that prescribed policies and procedures are implemented and contribute to quality assurance and quality improvement. Assist with the Monitoring of Facilities Management, Maintenance and Infrastructure implementation plans. Co-ordinate and evaluate Community Orientated Primary Health Care Services. Support to Facility Manger with community governance structures and processes.

- ENQUIRIES** : Ms NM Matiso at 074 199 8834, email: Ndabazabo.Matiso@westerncape.gov.za, Nomzamo CDC
Mr DB Grootboom Tel No: (021) 360 5207, email: Desmond.Grootboom@westerncape.gov.za, Khayelitsha CHC
- 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.
- POST 43/236** : **OPERATIONAL MANAGER NURSING (PRIMARY HEALTH CARE)**
Overberg District
- SALARY** : R571 242 per annum, (Plus, a non-pensionable rural allowance of 8% of basic annual salary)
- CENTRE** : Greyton Clinic (Bereaville and Voorstekraal) Theewaterskloof Sub district
- REQUIREMENTS** : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as Professional Nurse and Midwife. Post-basic qualification with duration of at least one-year Diploma in Clinical Nursing Science: Health Assessment, Treatment and Care accredited with the SANC (R48). Registration with a professional council: Registration with the SANC as Professional Nurse and Midwife. Experience: A minimum of 9 years appropriate/recognisable nursing experience after registration as Professional Nurse in with the SANC General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience in the specific speciality after obtaining the one-year post-basic qualification as mentioned above. Inherent requirement of the job: Valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Demonstrate an in-depth knowledge of nursing and public service legislation. Knowledge of Human Resource and Financial policies. Ability to effectively communicate in at least two of the three official languages of the Western Cape. Computer literacy (MS Word and Excel).
- DUTIES** : Responsible for the management and coordination of PHC services and delivery of person-centred quality nursing care in accordance with the scope of practice and nursing standards at the Primary Health Care Facility, inclusive of COVID – 19 screening, testing and management. Plan to practice a holistic health service on a short-/medium-/long term basis including the provision of effective mobile Primary Health Care services attached to the fixed facility. Manage Personnel matters including supervision and performance management, the utilisation and supervision of staff, finances and procuring as well as implementing of policies, prescripts and protocols regarding the mentioned facets. Manage Health Programmes (CBS, COPS, HAST School Health) and Quality Assurance program of the facility. Manage control and act in facet of Health, Support, Data collection and timeously submission of accurate PHC, CBS and HAST data, including Security, Cleaning, Infection control and Ground services reports monthly. Organise a cost-effective service on a daily basis and participate in community involvement including attending community engagements as required.
- ENQUIRIES** : Mr V Maseko Tel No: (028) 212-1070
- 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. Short-listed candidates may be required to do a practical test. Shortlisted candidates may be required to a competency assessment.
- CLOSING DATE** : 25 November 2022
- POST 43/237** : **ASSISTANT MANAGER NURSING AREA (NIGHT DUTY)**
Chief Directorate: Metro Health Services
- SALARY** : R571 242 per annum
- CENTRE** : Eerste River Hospital
- REQUIREMENTS** : Minimum educational qualification: Basic R425 qualification (i.e., degree/diploma in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with a professional council: Registration with SANC as a Professional Nurse. Experience: A minimum of 8 years appropriate/recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least 3 years if the period

referred above must be appropriate/recognizable experience at management level. Inherent requirements of the job: Working night duty. Willingness to work overtime, weekends, public holidays as required. Competencies (knowledge/skills): Good verbal and written communication skills in at least two of three official languages of the Western Cape and a strong sense of confidentiality and trustworthiness. Good managerial, supervisory, negotiation, interpersonal, problem solving, change management, decision making skills, disciplinary and conflict management skills. Good leadership and organizational skills and ability to function under pressure. Knowledge and insight of legislation and policies, relevant to current nursing practice within the Public Service and Ideal Hospital Standard. Computer literacy (MS Word, Outlook, Excel and PowerPoint).

DUTIES : Effectively manage the utilisation and supervision of physical, human, and financial resources in accordance with legislation and policies. Provide management support, guidance, and direction to personnel under her or his supervision towards the realisation of strategic goals and objectives of the Nursing Division on night duty. Coordination of optimal, holistic specialized nursing care provided within set standards and a professional/legal framework. Maintain constructive working relationships with nursing personnel and other stakeholders (multidisciplinary teamwork) and coordinate the provision of effective training and research.

ENQUIRIES : Ms MM Lumphondo Tel No: (021) 902-8010/57
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 : 25 November 2022

POST 43/238 : **THERAPEUTIC AND MEDICAL SUPPORT SERVICES PROGRAMME CO-ORDINATOR: GRADE 1 PACS/RIS (PROVINCIAL CLINICAL PROJECT CO-ORDINATOR)**
 Directorate: Information Management

SALARY : Grade 1: R473 112 per annum
CENTRE : Head Office, Cape Town
REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Radiographer. Registration with a professional council: Registration with the Health Professions Council of South Africa (HPCSA) as a Radiographer. Experience: **Grade 1:** A minimum of 3 years appropriate/recognisable experience in the relevant profession after registration with the Health Professions of South Africa (HPCSA) as a Radiographer. Inherent requirement of the job: Valid (Code B/EB) driver's licence and willingness to travel. Competencies (knowledge/skills): It would be advantageous to have project management experience in HIS/RIS/PACS. Medical Imaging domain knowledge and skill is required, coupled with strong business orientation and a broad experience in managing Information Management, Information Technology related activities and medico legal risks. Knowledge and skill of HIS/RIS/PACS Systems, solutions, and applicable international healthcare standards (DICOM, IHE, HL7). Interoperability and integration knowledge and skill. Knowledge and skill of Digital imaging modalities and medical cross capability imaging workflows. Knowledge of other clinical digital systems. Knowledge of Vendor Neutral Archive systems. Knowledge and Skill of PACS RIS procurement processes. Project management knowledge and skill in HIS/RIS/PACS including HL7 RIS billing and teleradiology. Excellent communication skills, in order to manage the change management process within the facility and to achieve full acceptance of the system after clinical go-live, with all users and relative parties. Good people management skills and a positive attitude towards working co-operatively with colleagues and stakeholders at all levels of authority.

DUTIES : Manage the PACS/RIS and other clinical programme for the province in its central, regional and large district hospitals; this includes standardised design parameters, implementation, monitoring and evaluation. Document the enterprise workflows and current business processes applicable to the PACS/RIS and other clinical systems in designated healthcare facilities. Ensure integration of the RIS or other clinical system with the HIS system and coordinating of the implementation. Prepare the sites (including server rooms and technical infrastructure) and install the PACS/RIS and/or other clinical

solutions at designated hospitals. Manage and support all technical aspects of PACS/RIS and the Vendor Neutral Archive. Manage and support all technical aspects of Clinical digital systems. Monitor the effective and efficient functioning of PACS/RIS within the Western Cape including the Vendor Neutral Archive. Monitor the effective and efficient functioning of Clinical digital systems within the Western Cape.

ENQUIRIES : Ms DJ Purdy Tel No: (082) 373-6049
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 : 25 November 2022

POST 43/239 : **CLINICAL PROGRAM COORDINATOR GRADE 1 (COMPREHENSIVE HEALTH)**
 Central Karoo District

SALARY : R450 939 per annum (PN-A5), (plus a non-pensionable rural allowance of 12% of basic annual salary)

CENTRE : Central Karoo District Office (stationed in Beaufort West)
REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as Professional Nurse. (This dispensation is only applicable for posts of Clinical Programme Coordinator where it is an inherent requirement of the post, incumbent to maintain registration with the SANC). Registration with a professional council: Registration with SANC as a Professional Nurse. Experience: A minimum of 7 years appropriate/recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing. Inherent requirement of the job: Valid (code B/EB) driver's licence and a willingness to travel in the district as well as in the province. Competencies (knowledge/skills): Must have good psychosocial, health assessment, interpersonal, planning, organisational and training skills. Good interpersonal relations, leadership and communication skills (verbal and written) in at least two of the three official languages of the Western Cape. Knowledge of the Maternal-Child-Women's-Health, HIV/AIDS/STI/TB, and Chronic Conditions and must be computer literate (MS Word, Excel and PowerPoint). Ability to work independently and in a multi-disciplinary team.

DUTIES : Ensure implementation, coordination, monitoring and evaluation of the District Child health services and strategies. Support the implementation of the HIV/AIDS/STI/TB services, establish linkages with integrated management of chronic conditions, Maternal Women, Youth and Men's Health and the 1st 1000 day's strategies within the Beaufort West Sub District. Support the internal and external interface strengthening with the focus on the COPC Model. Monitor and evaluate programme goals and targets including the collection, validation and interpretation of statistical data. Support the Beaufort West Sub District to achieve and maintain Ideal Health status (PHC facilities and District Hospitals). Support the Beaufort West Sub District with all other quality related services.

ENQUIRIES : Ms J Nel Tel No: (023) 414-3590
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 : 25 November 2022

POST 43/240 : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: OCCUPATIONAL HEALTH)**

SALARY : Grade 1: R388 974 (PN-B1) per annum
 Grade 2: R478 404 (PN-B2) per annum

CENTRE : Western Cape College of Nursing (stationed at Metro West Campus)
REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Council (SANC) as a 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. 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 in Occupational Health Nursing Science. Inherent requirements of the job: Valid code (B/EB) drivers licence. Willingness to travel to all campuses. Competencies (knowledge/skills): Good verbal and written 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. Computer skills.

DUTIES : Provide occupational/ student health services and refer to appropriate level of care where necessary. Coordinate and maintain occupational health services across WCCN campuses. Provide advisory services on OHS and IPC matters. Coordinate health promotion and wellness initiatives. Conduct occupational health risk assessments and develop improvement plan in collaboration with the management team. Ensure legal compliance with the OHS policy, OHS Act and related statutes. Management of the clinic.

ENQUIRIES : Dr T Mabuda Tel No: (021) 831-5801

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 on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in the post basic qualification: in Occupational Health and Safety with the South African Nursing Council."

CLOSING DATE : 25 November 2022

POST 43/241 : **PROFESSIONAL NURSE GRADE1 TO 2 (SPECIALTY: ONCOLOGY, ORTHOPEDICS OR OPHTHALMOLOGY) CLINICAL FACILITATOR**

SALARY : Grade 1: R388 974 (PN-B1) per annum
Grade 2: R478 404 (PN-B2) per annum

CENTRE : Groote Schuur Hospital

REQUIREMENTS : Minimum educational qualification: A Basic R425 qualification (i.e. diploma/degree in nursing) or an 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: Oncology or Medical and Nursing Science: Orthopedics or Medical and Nursing Science: Ophthalmology. Registration with a professional council: Registration with the SANC as a Professional Nurse. Experience: **Grade 1:** A minimum of 4 years appropriate/recognizable experience in nursing after registration as professional Nurse with SANC in General Nursing. **Grade 2:** A minimum of 14 years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of this period referred to above must be appropriate/ recognizable experience in the specific specialty after obtaining the one-year post-basic qualification in the relevant specialty as mentioned above. Competencies (knowledge/skills): Basic Computer Literacy. Ability to communicate in at least two of the three official languages of the Western Cape. Knowledge and insight related to the Specialty area. Ability to promote quality patient care through the setting, implementation, and monitoring of standards. Effective communication, interpersonal, leadership, decision making and conflict resolution skills. Good Organizational Skills and the ability to function under pressure.

DUTIES : Facilitate learning opportunities for all Nursing personnel and students. Provide professional, technical, and educational support for the provision of quality patient care through proper management of nursing care programmes. Facilitate the in-service training updating of skills and competencies as well as the orientation programme for nurses and students and support nursing research. Evaluate and assess the competencies and skills of nursing personnel and students, Ensure appropriate placement and accompaniment of

		nursing personnel and nursing students. Effective Management of Financial and Human resources.
<u>ENQUIRIES</u>	:	Mr. A Mohamed Tel No: (021) 404-2071
<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 for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview."
<u>CLOSING DATE</u>	:	25 November 2022
<u>POST 43/242</u>	:	<u>CLINICAL PAIA ADMINISTRATOR: INFORMATION MANAGEMENT</u> Directorate: Information Management Sub-directorate: Records Management
<u>SALARY</u>	:	R321 543 per annum
<u>CENTRE</u>	:	Head Office
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate three-year Health related qualification. Registration with a professional council: Registrable with SA Nursing Council or other health related professional body. Experience: Appropriate experience in a health-related profession. Preference will be given to candidates with Health Quality Assurance experience. Inherent requirement of the job: Valid (Code B/EB) driver's licence. Competencies (knowledge /skills): Ability to manage a transversal function. Adherence to legal prescripts. Understanding of medico-legal risk. Attention to detail. Organisational and networking skills. Good interpersonal and communications skills. Computer literacy.
<u>DUTIES</u>	:	Provide specialised clinical support to the Deputy Information Officer. Assess medico-legal risk in requested records and liaise with medico-legal advisor. Assess the right of access to requested records. Oversee compliance with the PAI Act and regulations. Draft statutory and management reports and manuals. Conduct liaison and training across the department. Supervise PAIA staff. Supervise and monitor administrative processes.
<u>ENQUIRIES</u>	:	Mr E Reynolds Tel No: (021) 483-4661
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	:	25 November 2022
<u>POST 43/243</u>	:	<u>ARTISAN PRODUCTION GRADE A TO C (ELECTRICAL)</u> Drakenstein Sub-district
<u>SALARY</u>	:	Grade A: R193 512 per annum Grade B: R227 943 per annum Grade C: R266 109 per annum
<u>CENTRE</u>	:	Cape Winelands Health District
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate Trade Test Certificate. Experience: Grade A: No experience required. Grade B: At least 18 years appropriate/recognisable experience in the area after obtaining the relevant Trade Test Certificate. Grade C: At least 34 years appropriate/recognisable experience in the area after obtaining the relevant Trade Test Certificate. Inherent requirements of the job: A valid Code EB/EC driver's licence Perform standby duties and overtime as required. Willing to travel. Competencies (knowledge/skills): Appropriate experience in electrical field especially in maintenance and repairs. Keeping abreast with new techniques and materials Knowledge of the requirements of the Machinery and Occupational Health and Safety Act. Computer literacy in MS Word, Excel. Ability to communicate in at least two of the three official languages of the Western Cape. Ability to conduct fault finding exercises and do /service repairs down to component level. Supervisory skills.
<u>DUTIES</u>	:	General Administration of the Workshop including the Stock take and safekeeping of tools and materials Day to day planning and management of

job cards including workload management. Planning and procurement of materials and equipment and quality control of completed works, Carry out technical investigations, provide technical support to clients and provide input to the operational plan of the workshop, administration of work including reporting. Liaise with the relevant Hospital workshop, Directorate Hospital Maintenance and Engineering Services as well as Technical and Engineering Workshop. Supervision of Tradesman Aid and interns and manage the Disciplinary procedures. Assist with the execution of engineering projects/repairs at the institutions. Ability to write specifications.

ENQUIRIES : Ms A Cupido-Jacobs Tel No: (021) 877-6400
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 : 25 November 2022

POST 43/244 : **ORTHOPAEDIC AND PROSTHETIC ASSISTANT GRADE 1**
 Chief Directorate: Metro Health Services

SALARY : R170 955 per annum
CENTRE : Orthotic and Prosthetic Centre, Pinelands
REQUIREMENTS : Appropriate qualification or prescribed in service training (with duration of less than two years) that allows for the required registration with the Health Professions Council of South Africa. Registration with a professional council: Registration with the Health Professions Council of South Africa (HPCSA) as an Orthotic and Prosthetics Assistant after in-house training. Inherent requirement of the job: Ability to lift patients. Competencies (knowledge /skills): Ability to communicate in at least two of the three official languages of the Western Cape. Ability to work independently. Computer Literacy skills. Good Communication and interpersonal skills. Technical abilities.

DUTIES : Admin involved in completion of a job. Assessment, measuring and casting of patients' feet for orthopaedic shoes and foot orthotics. Assistance to technicians in all aspects of production and manufacture of Orthotics and Prosthetics. Leather work and sewing of straps or belts for use in appliances. Maintenance of equipment. Manufacturing of and repairs to orthopedic footwear and foot orthotics.

ENQUIRIES : Mr J Swiegers Tel No: (021) 531 5300
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 on or before the day of the interview."

CLOSING DATE : 25 November 2022

POST 43/245 : **MESSENGER: ENVIRONMENTAL HYGIENE SERVICES**

SALARY : R104 073 per annum
CENTRE : Groote Schuur Hospital, Observatory
REQUIREMENTS : Minimum educational qualification: Basic numeracy and literacy. Experience: Appropriate Experience. Inherent requirement of the job: Must be physically fit and able to be on your feet for long periods. Must have the ability to lift heavy loads. Competencies (knowledge/skills): Good communication skills in at least two of the three official languages of the Western Cape. Good Interpersonal skills and able to work independently. Basic computer literacy skills. Able to work independently. Willingness to undergo training.

DUTIES : Collecting and delivery of posts (i.e. letters, memos, etc.), folders, x-rays, case notes and any other documentation. Assist Ward Clerks to locate patient folders throughout the entire Hospital. Deliver and collect blood specimens, blood hampers, or any other blood related products (i.e. Plasma), etc. Collect medication at Pharmacy as well as assisting with the collection of Folders from Medical Records department. Perform relief duties as well as basic record-keeping of all documentation.

ENQUIRIES : Mr A Mohapi Tel No: (021) 404-2301
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 : 25 November 2022

POST 43/246 : **CLEANER**
West Coast District

SALARY : R104 073 per annum
CENTRE : Clanwilliam Hospital, Cederberg Sub-district
REQUIREMENTS : Minimum requirement: Basic literacy and numeracy. Experience: Appropriate cleaning experience in a hospital environment. Inherent requirement of the job: Willingness to work shifts including night duty, overtime, weekends, public holidays and relief in other departments. Competencies (knowledge/skills): Good communication skills (read, speak and write) in at least two of the three official languages of the Western Cape. Appropriate knowledge of infection control and safety procedures in a hospital environment.

DUTIES : Provide clean, safe and hygienic environment in terms of standards and procedures to prevent injuries and the spread of infection which includes sweeping, scrubbing, mopping of floors, dusting, polishing of floors and furniture, emptying bins daily, cleaning of windows, light shades, walls and all toilets, sluices and drains. Ensure that cleaning equipment, e.g. polishing and scrubbing machines, mops, brooms and buckets are clean after use and securely stored. Effectively use cleaning agents and stock as well as stock control. Ensure cost effective management of cleaning supplies. Attend in-service training appropriate to service delivery and give effective support to supervisor and colleagues. Assist with serving of meals and beverages.

ENQUIRIES : Ms E Jonkers Tel No: (027) 482 2166
APPLICATIONS : The Manager: Medical Services, Citrusdal Hospital, Private Bag X14, Citrusdal, 7340.

FOR ATTENTION : Mr SP Cupido
NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 25 November 2022

POST 43/247 : **CLEANER**
Garden Route District

SALARY : R104 073 per annum
CENTRE : Bongoletu Clinic, Oudtshoorn & Kannaland Sub-district
REQUIREMENTS : Minimum requirements: Basic numeracy and literacy. Experience: Appropriate cleaning experience. Inherent requirement of the job: Ability to lift/move heavy equipment and supplies. Relief duties in other clinics when necessary. Physically strong to lift heavy objects and be on their feet the entire day. Competencies (knowledge/skills): Knowledge of basic cleaning and maintenance of equipment. Ability to function in a group and to work under pressure. Good communication and interpersonal skills in at least two of the three official languages of the Western Cape.

DUTIES : General cleaning and maintenance of cleaning equipment. Dust, sweep, polish, scrub and mop floors/passages/furniture, empty dustbins, and sort soiled linen according to correct cleaning procedures. Effective use of cleansing agents and stock. Responsible for general hygienic and safe environment. Handle cleaning equipment. Elementary stock control.

ENQUIRIES : Ms NC Jackson Tel No: (044) 274-0929
APPLICATIONS : The District Manager: Garden Route District Office, Private Bag X6592, George, 6530.

FOR ATTENTION : Ms S Pienaar
NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 25 November 2022