

**PROVINCIAL ADMINISTRATION: GAUTENG
DEPARTMENT OF HEALTH**

OTHER POSTS

- POST 46/460** : **HEAD OF UNIT: PSYCHIATRIST -MENTAL HEALTH (DISTRICT SEPECIALIST MENTAL HEALTH TEAM) REF NO: TDHS/A/2022/213**
Directorate: Mental Health Program
- SALARY CENTRE REQUIREMENTS** : R1 807 380 per annum
: Tshwane District Health Services
: Master of Medicine (MMed) Degree in Psychiatry or Qualification as a psychiatrist with the Colleges of Medicine (FC Psych); Current registration with the HPCSA; experience in community mental health context. A minimum of 5 years completed appropriate experience as a specialist psychiatrist after registration with HPCSA is mandatory. It will be an advantage to show ability to perform research (qualitative and quantitative); managerial experience would be an advantage, Leadership qualities, ability to work independently and in a team, Computer literacy (MS Word, Excel and PowerPoint), A Valid driver's license.
- DUTIES** : To head the District Specialist Mental Health Team and be part of the District Management Team (DMT) Conduct a situational analysis of mental health in the district which includes Population Profile, Map and report of public, non-health government, private, mental health related PBOs, and traditional health services, Status of Information Technology in the District, Budget plan. Based on the situational analysis report, develop an action plan towards improvement in mental health coverage and mental health process of care and care outcomes including Primary Health care services, Community Psychiatry district allied health workers and CHWs. Ensure that mental health services include treatment, prevention, promotion and protection of mental health care users and other vulnerable groups through relevant intervention programs and strategies, ensure that quality mental health services are provided according to professional standards and ethical principles. Establish Referral pathways and coordination with all stakeholders. Including Suicide and Substance use disorders prevention. M&E through appropriate tools and indicators. Implementation of the operational plan. Inter-sectoral and inter-disciplinary collaboration and coordination. Monitoring and evaluation through quality assessments and tools. Develop research and translate into improved services.
- ENQUIRIES APPLICATIONS** : Prof Ndimande Tel No: 012 451 9295
: Applications must be submitted to Tshwane District Health Services, 3319 Fedsure Forum Building, Cnr Lilian Ngoyi and Pretorius Street, Pretoria 0001, Application Box, First Floor Reception. No faxed applications will be considered.
- NOTE** : Application are required to submit copies or qualifications and other relevant documents when applying but submit fully completed New form Z83 and a detailed Curriculum Vitae. Only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following Communication with HR. If you have not been contacted within three months. After the closing date, please accept that your application was unsuccessful. The recommended candidates may be subject to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. The Gauteng Department of Health is guided by the principles of Employment Equity; therefore, all the appointment will be made in accordance with the Employment Equity target of the department. No applications will be considered after the closing date.
- CLOSING DATE** : 19 December 2022
- POST 46/461** : **HEAD OF CLINICAL UNIT: ACCIDENT AND EMERGENCY REF NO: TEMBI/2022/HOD/04**
Directorate: Medical
- SALARY CENTRE** : R1 807 380 – R1 918 284 per annum, (all-inclusive package)
: Tembisa Provincial Tertiary Hospital

<u>REQUIREMENTS</u>	:	Bachelor of Medicine and Bachelor of Surgery plus MMed (Emerg Med) or FCEM (SA). Registration with the HPCSA as Medical Specialist in Accident and Emergency with minimum of 5 years appropriate experience as an Emergency Specialist. The person should have wide-ranging experience in managing Emergency services as well as health services in general. Extensive and appropriate experience in all aspects of clinical care, evidence of teaching and research. Knowledge, skills and competencies: proven management ability, sound communication skills, leadership skills, decision making and interpersonal skills. Financial and Human Resource and Management. Conflict resolution and problem-solving skills.
<u>DUTIES</u>	:	Manage the Accident and Emergency Department in TPTH. Overall supervision teaching of doctors and nurses and relevant service delivery stakeholders in the Accident and Emergency discipline in the Hospital. Ensuring that there are protocols for the management of common Medical Emergencies including Trauma; and that there is compliance to the protocols and guidelines. Clinical Governance – ensure quality assurance programs with respect to improving clinical outcomes and managing risks are in place. Assist the hospital in attaining Ideal Hospital status and NHI accreditation. Participate in clinical research and academic programme in the Clinical Department. Organize and supervise daily duties of doctors. Manage own PMDS and that of subordinates. Responsible for management of disaster situations in the institution.
<u>ENQUIRIES</u>	:	Dr. T. N. Socikwa Tel No: 011 923 2053
<u>APPLICATIONS</u>	:	Applications to be addressed to: Tembisa Provincial Tertiary Hospital through email only at: TembisaHR4.HRM@gauteng.gov.za
<u>NOTE</u>	:	The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. Applications must be submitted with a New Z83 form accompanied by a comprehensive CV. Only shortlisted candidates will be required to submit the supporting documents on/or before the interview date. Applicants must indicate the post reference on their applications. Failure to submit the required documents will result in the application not being considered. Qualifications of the recommended candidates will be verified prior appointment. Persons in possession of a foreign qualification must furnish the department with an evaluation certificate from South African Qualifications Authority (SAQA). Successful candidate/s will be subjected to security screening and vetting process. Applications received after closing date will not be considered. Tembisa Provincial Tertiary Hospital does not have budget for resettlement and S&Tclaims.
<u>CLOSING DATE</u>	:	19 December 2022
<u>POST 46/462</u>	:	<u>MEDICAL SPECIALIST: PSYCHIATRY REF NO: TEMBI/2022/SPECIAL/03</u> Directorate: Psychiatry
<u>SALARY</u>	:	R1 156 308 - R1 227 255 per annum, (all-inclusive package)
<u>CENTRE</u>	:	Tembisa Provincial Tertiary Hospital
<u>REQUIREMENTS</u>	:	Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a medical specialist in psychiatry. Master of Medicine in Psychiatry (MMedPsych) and or a Fellowship of the College of Psychiatrists of South Africa (FCPsychSA). The ability to teach, train, do research and supervise research for academic degree purposes. Willingness to teach and train undergraduate and postgraduate students and other health care workers.
<u>DUTIES</u>	:	Management: to assist the department of psychiatry at Tembisa Hospital in the provision of clinical care to mental health care users, teaching of under- and post graduate students. Manage own service delivery. Clinical service delivery: evaluation, management, care, treatment and rehabilitation of mental health care users in an acute psychiatric unit in a general hospital setting as well as outreach services where appropriate. Ensure patient care is promoted to meet the National Core Standards for health, Batho Pele Principles and the Mental Health Care Act, 17 of 2002, and other relevant medico-legal regulations, aligning the needs of the population served with facilities in the hospital. Supervision of a multi-disciplinary group of mental health care providers and other relevant staff members. Manage and run the Specialist Psychiatry Outpatients Clinic. Lead the multi-disciplinary ward rounds for in-patients. Consultations for patients outside the psychiatry unit. Review and audit patients' medical records. Administration: Perform administrative tasks related

to patient management and student training. Address patient complaints. Attend scheduled meetings with hospital management. Contribute to electronic databases for research purposes. Coordinate duty lists and staff allocations in the department. Ensure recruitment and retention of staff in the department. Liaise with other departments and with other hospitals where required. Academic: Provision of teaching and learning to ensure that both under- and post graduate students are taught the required skills and are provided with opportunities to learn in a safe environment. Assist in coordination of academic programs. Conduct appropriate research: Develop own interest and publish appropriately. Support post-graduate students with research projects.

- ENQUIRIES** : Dr. S.P. Mbeleki Tel No: (011) 923-2351
- APPLICATIONS** : Applications to be emailed to TembisaHR3.HRM@gauteng.gov.za OR Hand deliver at Tembisa P.T. Hospital (Human Resource Department).
- NOTE** : Applicants are not required to submit copies of qualifications and other relevant documents but must fill (fully) a new Z83 form (obtainable from any Public Service Department or on www.dpsa.gov.za/documents) accompanied by a comprehensive CV highlighting or stating the requirements mentioned above. Only shortlisted candidates will be required to submit certified documents on or before the day of the interviews. Applicants must indicate the post reference number on their applications. Failure to submit the required documents will result in the application not being considered. Qualifications of candidates recommended for appointment will be verified. Persons in possession of foreign qualification must furnish the Department with the evaluation certificate from the South African Qualification Authority (SAQA). Applications received after closing date and time will not be considered. The candidates will be expected to be available for selection interviews on the date, time and place determined by the Department. The department reserve the right not to fill this post. Tembisa Provincial Tertiary Hospital does not have budget for resettlement and S&Tclaims.
- CLOSING DATE** : 19 December 2022
- POST 46/463** : **MEDICAL SPECIALIST REF NO: SBAH 107/2022**
Directorate: Urology
- SALARY** : R1 156 308 per annum, plus benefits
- CENTRE** : Steve Biko Academic Hospital
- REQUIREMENTS** : Minimum education qualifications: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Urology. Registration with a professional council: current registration with the HPCSA as a Medical Specialist Urology. Excellent team player. Strong record of clinical expertise, clinical governance, research, teaching and training at under and postgraduate levels. Excellent managerial, interpersonal, leadership, administrative, communication, analytical and problem-solving skills. Ability to supervise clinical and surgical training, teaching and research. Knowledge in Urology and including provision of direct clinical and surgical care, supervision and mentoring of subordinates, management of teams.
- DUTIES** : Provide supervision and leadership within the Department of Urology at Steve Biko Academic Hospital and provide excellent clinical and surgical services delivery, a strong teaching and training program and relevant research. Liaise with other surgical specialties at KPTH/Steve Biko Academic Hospital and with clinicians in the cluster to provide comprehensive Urology services. Responsible for all management activities within Urology department, including related management activities within Steve Biko Academic Hospital in order to maintain the quality of outputs while ensuring optimum utilization of fiscal and human resources, and the timeous reporting and redress of Patient Safety Incidents. Initiate, undertake and supervise relevant research in Urology. The successful incumbent will be required to perform commuted overtime in the Department of Urology. Attend inter departmental meetings, participate in undergraduate and post graduate training.
- ENQUIRIES** : Dr. KM Mathabe Tel No: 012 354 1513/1281
- APPLICATIONS** : Applications must be submitted to Steve Biko Academic Hospital, Private Bag X169, Pretoria, 0001 or hand delivered to Cnr Malherbe & Steve Biko Road, Main Entrance at Level 3.
- NOTE** : The application must only include a complete and signed new Z83 Form, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae. Certified copies of Identity

Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted to HR on before the day of the interview date. Steve Biko Academic Hospital is committed to the pursuit of diversity and redress. Candidates whose appointment will promote representivity in terms of race, disability and gender will receive preference.

- CLOSING DATE** : 19 December 2022
- POST 46/464** : **MEDICAL OFFICER GRADE 2 REF NO: ODI/28/11/2022/01 (X1 POST)**
- SALARY** : R981 639 per annum, (plus benefits)
- CENTRE** : Odi District Hospital
- REQUIREMENTS** : Basic medical degree (MBChB) or equivalent and currently registered with the Health Professional Council of South Africa (HPCSA) as a Medical Practitioner. A minimum of 5 years' appropriate experience as a Medical Officer after registration with the HPCSA as Medical Practitioner. Post Community Service experience working in District health services including clinics, experience working in general medical practice, mental health, obstetrics, HAST, and emergency Unit as well as the use of current national clinical guidelines. Required clinical skills including consultation, history taking, examination, clinical assessment, management procedures and ensuring continuity of patient care. Good professional attitude/ conduct, good communication skills, good professional ethics, teamwork, and good medical record keeping.
- DUTIES** : Supervision of junior doctors (undergraduate's students, community service doctors). Attendance of relevant administrative meetings like mortality and mobility meetings and completion of Medico legal documents timeously (e.g. death certificate, mental health forms, medical report when requested by financial institutions and J88 forms). Reduce medical litigation by exercising good clinical ethics. Implement and monitor adherence to Ideal Hospital. Willing to do commuted overtime duties rendered after hours (night, weekend and public holiday) to provide continuous uninterrupted care of patients.
- ENQUIRIES** : Dr. RT Motsepe Tel No: 012 725 2436
- APPLICATIONS** : forward your application to: Odi District Hospital, Klipgat road, Mabopane, HR Section or posted to: Odi District Hospital Private Bag x509, Mabopane.0190.
- NOTE** : Applicants must submit on a new Z83 application form obtained from any Public Service Department and are not required to submit copies of qualification and other relevant documents on application but must submit detailed curriculum vitae. The communication from HR of the department regarding the requirements for certified copies of qualifications and other relevant documents will be limited to shortlisted candidates. Therefore, only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR.
- CLOSING DATE** : 23 December 2022
- POST 46/465** : **MEDICAL OFFICER REF NO: SBAH 108/2022 (X3 POSTS)**
Directorate: Anaesthesiology
- SALARY** : R858 528 per annum, plus benefits
- CENTRE** : Steve Biko Academic Hospital
- REQUIREMENTS** : MBChB, registration with the Health Professions Council of South Africa for Independent Practice.
- DUTIES** : The successful candidate must provide clinical services to patients at Steve Biko Academic Hospital and its referring hospitals, participate in the department's academic programmes, research activities and clinical audit meetings. Successful candidates might be expected to rotate through all the University of Pretoria's training hospitals.
- ENQUIRIES** : Prof S Spijkerman Tel No: 012 354 1510
- APPLICATIONS** : Applications must be submitted to Steve Biko Academic Hospital, Private Bag X169, Pretoria, 0001 or hand delivered to Cnr Malherbe & Steve Biko Road, Main Entrance at Level 3.
- NOTE** : The application must only include a complete and signed new Z83 Form, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted to HR on before the day of the interview date. Steve Biko Academic Hospital is committed to the pursuit of diversity and redress. Candidates whose

appointment will promote representivity in terms of race, disability and gender will receive preference.

- CLOSING DATE** : 19 December 2022
- POST 46/466** : **REGISTRAR REF NO: UPOHC/ PROSTHO/13/2022**
Directorate: Prosthodontics
- SALARY** : R858 528 – R897 741 per annum, (all- inclusive package)
CENTRE : University of Pretoria Oral Health Centre
REQUIREMENTS : A BChD / BDS degree or equivalent qualification. Current registration with the HPCSA as a Dentist in the category independent practice. At least two (2) years general dental practice experience after community service. Passed primary subjects (Anatomy and Physiology) within the last five years. Recommendations Post graduate qualification in the field of Prosthodontics. Research experience / publications. If shortlisted, candidates will be given a practical task to complete at the time of their interviews. This will be assessed.
- DUTIES** : The successful candidate will, in addition to the responsibilities and requirements necessary for the completion of the BChD degree in Prosthodontics, also participate in the lecturing and clinical teaching activities of the Department, carry out services rendering (patient care), and participate in departmental research.
- ENQUIRIES** : Prof LM Sykes Tel No: 012 319 2681/2446
APPLICATIONS : Quoting the relevant reference number. Direct applications must be delivered to Ms N Kubheka, Human Resources Management at Louis Botha A Building, Dr Savage Road, Riviera, Pretoria or mail to Ms. N Kubheka PO Box 1266, Pretoria, 0001. No faxed or emailed applications will be considered.
- NOTE** : Fully completed new Z83 and detailed curriculum Vitae with minimum of at least three (3) referees. Certified documents will only be requested to shortlisted candidates on or before the day of the interview. Applications must be submitted timeously, applications received after closing date will not be accepted. The Department reserves the right not to make an appointment. Candidates will be expected to be available for selection interviews on the date and time and place determined by the Department. Correspondence will be limited to Shortlisted candidates only, if you have not heard from us within 3 months of Closing date, please accept that your application has been unsuccessful.
- CLOSING DATE** : 19 December 2022
- POST 46/467** : **REGISTRAR REF NO: UPOHC/PERIO/14/2022**
Directorate: Periodontics and Oral Medicine
- SALARY** : R858 528 – R897 741 per annum, (plus benefits)
CENTRE : University of Pretoria Oral Health Centre
REQUIREMENTS : BChD/BDS or equivalent qualification. Current registration with the HPCSA as a dentist in the Independent Practice category. A minimum of two years of clinical experience as a general dental practitioner (Independent Practice). Having passed at least two (2) of the primary subjects necessary to specialize in Periodontology and Oral Medicine (Anatomy, Physiology, Oral Biology and General Pathology) within the past five years. Recommendation A postgraduate qualification in Dentistry and/ or a Master in Dentistry (preferably in Periodontics and Oral Medicine). Research experience and publications as well as student teaching and supervision may be an added advantage.
- DUTIES** : In addition to fulfilling the requirements of the MChD degree training program in Periodontics and Oral Medicine, the registrar has to contribute to the teaching and training off undergraduate dental students, departmental continuous education activities/courses for general dentists, research, administrative and management activities as required/necessary and other activities that may be assigned by the HOD.
- ENQUIRIES** : Dr MM Beegte Tel No: 012 319 2410/2328
APPLICATIONS : Quoting the relevant reference number. Direct applications must be delivered to Ms N Kubheka, Human Resources Management at Louis Botha A Building, Dr Savage Road, Riviera, Pretoria or mail to Ms. N Kubheka PO Box 1266, Pretoria, 0001. No faxed or emailed applications will be considered.
- NOTE** : Fully completed new Z83 and detailed curriculum Vitae with minimum of at least three (3) referees. Certified documents will only be requested to shortlisted candidates on or before the day of the interview. Applications must be submitted timeously, applications received after closing date will not be

accepted. The Department reserves the right not to make an appointment. Candidates will be expected to be available for selection interviews on the date and time and place determined by the Department. Correspondence will be limited to Shortlisted candidates only, if you have not heard from us within 3 months of Closing date, please accept that your application has been unsuccessful.

- CLOSING DATE** : 19 December 2022
- POST 46/468** : **ASSISTANT MANAGER AREA PN-B4: OUTPATIENT REF NO: SBAH 109/2022**
Directorate: Nursing
- SALARY CENTRE REQUIREMENTS** : R642 942 per annum, plus benefits
: Steve Biko Academic Hospital
: Grade 12. Basic qualification accredited with the South African Nursing Council in terms of Government Notice 425, i.e diploma / degree in Nursing as a Professional Nurse, plus a post basic nursing qualification with the duration of at least 1 year in relevant speciality. A minimum of 10 years appropriate/recognizable experience in nursing after registration as a Professional nurse with the South African Nursing Council in General Nursing. At least 6 years of the period referred to above must be appropriate/ recognizable experience after obtaining the 1 year post basic qualification in any of the following qualifications, Primary Health Care Nursing, Child Nursing Science, Orthopaedic Nursing Science and Ophthalmology Nursing Science. At least 3 years of the period referred to above must be appropriate/recognizable experience at management level/Operational Manager at a Public Institution. Degree/diploma in Nursing Management, South African Nursing Council annual practicing certificate, valid driver`s license and Service certificates. Strong leadership, good communication and sound interpersonal skills are necessary. Computer literacy.
- DUTIES** : Coordination of optimal, holistic specialized nursing care provided within set standards and a professional / legal framework. Manage effectively the utilization and supervision of Human, Financial and service resources. Coordination of the provision of effective training and research. Provision of effective support to Nursing Services. Maintain Professional growth/ ethical standards and development of self and subordinates.
- ENQUIRIES APPLICATIONS** : Ms. AM Mowayo Tel No: 012 354 1300
: Applications must be submitted to Steve Biko Academic Hospital, Private Bag x 169, Pretoria, 0001 or hand delivered to Cnr Malherbe & Steve Biko Road, Main Entrance at Level 3.
- NOTE** : The application must only include a complete and signed new Z83 Form, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver`s license where necessary, will only be submitted by shortlisted to HR on before the day of the interview date. Steve Biko Academic Hospital is committed to the pursuit of diversity and redress. Candidates whose appointment will promote representivity in terms of race, disability and gender will receive preference.
- CLOSING DATE** : 19 December 2022
- POST 46/469** : **ASSISTANT MANAGER: OBSTETRICS AND GYNAECOLOGY REF NO: TEMBI/2022/AM/OBS/01**
Directorate: Nursing Services
- SALARY CENTRE REQUIREMENTS** : R642 942 – R723 624 per annum, (plus benefits)
: Tembisa Provincial Tertiary Hospital
: Basic R425 qualification (i.e. diploma /degree in nursing) or equivalent qualification that allows registration with South African Nursing Council as a Professional Nurse. A minimum of ten (10) years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least six (6) years of this period referred to above must be appropriate/recognizable experience in a clinical specialty after obtaining the one (1) year post basic qualification in Advanced Midwifery. At least three (3) years of the period referred to above must be appropriate/recognizable experience at management level. Current registration with the South African Nursing Council. Ability to work independently and innovatively. Facilitation and

presentation skills, problem solving and decision making skills. Knowledge of nursing care processes and procedures, nursing strategy, nursing statutes, core standards and other relevant frameworks such as Nursing Act, Disciplinary Code and Procedure, Charter, Batho Pele Principles, Public Service Regulations, Labour Relations Act, Disciplinary Code and Procedure, Grievance Procedure, etc. Skills: Leadership, Organizational, decision making and problem solving abilities within the limit of the Public Sector and institutional policy framework. Financial and budgetary knowledge pertaining to the relevant resource under management. Insight into the procedures and policies pertaining to nursing care. Personal: Responsiveness, pro-activeness, professionalism, flexibility, initiative, cooperation, team player, supportive, assertive. Degree/diploma in Nursing Administration will be an added advantage.

DUTIES : Delegate, supervise and coordinate the provision of effective and efficient patient care through adequate nursing care. Initiate and participate in health promotion to ensure consistent communication of relevant, accurate and comprehensive information on health care. Develop/establish and maintain constructive relationships with nursing and other stakeholders (i.e. inter-personal, inter-sectoral and multi-disciplinary teamwork). Participate in the analysis, formulation of nursing guidelines, norms and standards. Manage effective utilization and supervision of human, financial and material resources. Coordination of provision for effective training and research. Maintain professional growth/ethical standards and self-development. Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures. Maintain constructive working relationships with nursing and other stakeholders. Manage and monitor proper utilization of human, financial and physical resources. Demonstrate in depth understanding of nursing legislations and related ethical nursing practices. Management of personnel performance and review thereof. (Contracting, quarterly review and final assessment). The successful candidate will also be expected to assist with management calls.

ENQUIRIES : Ms. V. Ramalapa Tel No: 011 923 2195
APPLICATIONS : Applications to be emailed to TembisaHR1.HR@gauteng.gov.za OR Hand deliver at Tembisa P.T. Hospital (Human Resource Department).

NOTE : The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. Applications must be submitted with a New Z83 form accompanied by a comprehensive CV. Only shortlisted candidates will be required to submit the supporting documents on/or before the interview date. Applicants must indicate the post reference on their applications. Failure to submit the required documents will result in the application not being considered. Qualifications of the recommended candidates will be verified prior appointment. Persons in possession of a foreign qualification must furnish the department with an evaluation certificate from South African Qualifications Authority (SAQA). Successful candidate/s will be subjected to security screening and vetting process. Applications received after closing date will not be considered. Tembisa Provincial Tertiary Hospital does not have budget for resettlement and S&Tclaims.

CLOSING DATE : 19 December 2022

POST 46/470 : **ASSISTANT MANAGER: PAEDIATRICS REF NO:**
TEMBI/2022/AM/PAEDS/05
 Directorate: Nursing Services

SALARY : R642 942 – R723 624 per annum, (plus benefits)
CENTRE : Tembisa Provincial Tertiary Hospital
REQUIREMENTS : Basic R425 qualification (i.e. Diploma /Degree in Nursing) or equivalent qualification that allows registration with SANC as a Professional Nurse. Post basic qualification with duration of at least one (1) year accredited with SANC in child Nursing Science. Diploma in Nursing Management /Administration will be added advantage and will be given priority. Diploma in nursing education will be an added advantage. Current proof of SANC receipt (2022). A minimum of ten (10) years appropriate /recognisable experience in nursing after registration with SANC in general nursing. At least 6 years of the period referred to above must be appropriate /recognisable experience in the specific speciality after obtaining the one-year (1) post basic qualification in paediatrics specialization. Three (3) years of a period referred to above must be

appropriate / recognisable experience at management level. Skills: knowledge of nursing care process and pressure, nursing statutes and other relevant legal frame works such as: Nursing Act, Occupational Health and Safety Act, Batho Pele Principles, Patients Right Charter and responsibilities, Public Service Regulations, Labour Relations Act, disciplinary code and procedure etc. Leadership, organisational, decision making and problem-solving abilities within the time limit of the public sector and institutional policy framework. Good interpersonal skills including public relations, negotiations, conflict and counselling skills. Financial and budget knowledge pertaining to the relevant resources under management. Insight into procedures and policies pertaining to nursing.

DUTIES : Coordination of optimal, holistic specialized nursing care provided within set standard and professional /legal framework. Manage effectively the utilization and supervision of resources: human, financial and nursing services. Coordination of the provision of effective training and research. Provision of effective support to nursing services: to assist with the relief duties of the nursing manager, working afterhours over weekend and public holidays and at night and maintain professional growth / ethical standards and self-development .Be responsible for running of the institution day and night, Sundays and public holidays. Submit reports and statistics timeously and maintain constructive working relationship.

ENQUIRIES : Ms. V. Ramalapa Tel No: 011 923 2195
APPLICATIONS : Applications received after closing date will not be considered. Applications to be emailed to TembisaHR5.HRM@gauteng.gov.za OR Hand deliver at Tembisa P.T. Hospital (Human Resource Department).

NOTE : The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. Applications must be submitted with a New Z83 form accompanied by a comprehensive CV. Only shortlisted candidates will be required to submit the supporting documents on/or before the interview date. Applicants must indicate the post reference on their applications. Failure to submit the required documents will result in the application not being considered. Qualifications of the recommended candidates will be verified prior appointment. Persons in possession of a foreign qualification must furnish the department with an evaluation certificat from South African Qualifications Authority (SAQA). Successful candidate/s will be subjected to security screening and vetting process. Note: Tembisa Provincial Tertiary Hospital does not have budget for resettlement and S&Tclaims.

CLOSING DATE : 19 December 2022

POST 46/471 : **ASSISTANT MANAGER QUALITY ASSURANCE PNA-7 REF NO: REFS/015636**
 Directorate: Quality Assurance

SALARY : R588 378 per annum, (plus benefits)
CENTRE : Thelle Mogoerane Regional Hospital
REQUIREMENTS : Basic qualification accredited with the SANC in terms of Government Notice 425 (i.e., Diploma/ Degree in nursing) or equivalent qualification that allows registration with the SANC as a professional nurse with midwifery. A post basic qualification in Nursing Admin/Management (i.e., Diploma/Degree). A minimum of 8 years appropriate/ recognisable experience in nursing as a professional nurse after registration with SANC. At least four years of the period above must be experience at management level. A current registration with SANC is required. Documented evidence of experience within quality assurance matters will be an added advantage. Those with other relevant experience with relevant qualifications are also welcomed to apply. A valid Driver's license. Have knowledge of computer e.g., Power point, Excel and Word and be able to apply. Have good interpersonal relations, listening skills and report writing skills. Problem Solving, Stress Tolerance and Self-confidence. Innovative, creative, emotional intelligence and good communication skills.

DUTIES : To deal with all matters relating to Regulated norms and Standards together with Ideal Hospital Realisation Framework. Coordinate all the activities related to queue management in the hospital. Coordinate the complaints and compliments management processes, PSI, PEC, DPOS, IPC & OHS within the hospital. Contract and review the staff members falling under your management. Assist with the quality assurance monitoring and evaluation

framework. Source and obtain data and information to measure progress and compliance with quality assurance targets, norms, required for the development of measurable performance indicators related to the quality of care in the institution. Drafting of annual, quarterly, and other relevant quality assurance performance reports. Participate in projects and identify best practices to enter for awards (Internal, District, Provincial and Premier). Participate in different committees internally, district and provincial level. Participate on peer review Ideal Hospital Assessments and auditing of projects. Conduct and coordinate in-service trainings and workshops regarding to all quality assurance activities.

- ENQUIRIES** : Ms. M.R.E. Damane Tel No: (011) 891 7299
- APPLICATIONS** : Applications should be hand delivered to The Deputy Director: Human Resource, Thelle Mogoerane Regional Hospital, 12390 Nguza Street, Extension 14, Vosloorus 1475, between 8am and 3pm at 1st Floor, Admin Block.
- NOTE** : Applications must be submitted on the New Z83 Fully completed, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. Applicants are not submitting copies/attachments/proof/certification/ID/Driver's License/ Qualifications on application only shortlisted candidates will receive communication from HR to submit certified copies not older than 6 months on or before the day of the interview. Smart ID card copy must show both sides of the ID card. The completed and signed form should be accompanied by a recently updated CV that specifies the following: All experience indicating the position, institution, and respective dates (DD/MM/YY). Failure to submit all the requested documents will result in the application not being considered. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. TMRH reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). TMRH also reserves the right to cancel the filling of Vacancy or not to fill a vacancy that was advertised during any stage of the recruitment process. The Gauteng Department of Health is guided by the principles of Employment Equity; therefore, all the appointments will be made in accordance with the Employment Equity target of the department.
- CLOSING DATE** : 19 December 2022
- POST 46/472** : **OPERATIONAL MANAGER PN-B3: RADIATION ONCOLOGY WARD REF NO: SBAH 110/2022**
Directorate: Nursing
- SALARY** : R588 378 per annum, plus benefits
- CENTRE** : Steve Biko Academic Hospital
- REQUIREMENTS** : Grade 12. Basic qualifications accredited with the South African Nursing Council in terms of Government Notice 425, I.e diploma/ degree in Nursing as a Professional Nurse, plus a post basic qualification with the duration of at least 1 year in Oncology Nursing Science. A minimum of 9 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the South African Nursing Council in General Nursing. Diploma/degree in Nursing Management will be an added advantage. At least 5 years of the period referred to above must be appropriate/recognizable experience after obtaining the one year post basic qualification in Oncology Nursing Science. South African Nursing Council annual practicing certificate. Computer literate. Verifiable proof of experience, Service certificates compulsory and Valid driver's license. Strong leadership, good communication and sound interpersonal skills are necessary.
- DUTIES** : Coordination of optimal, holistic specialized nursing care provided within set standards and a professional / legal framework. Manage effectively the utilization and supervision of Human, Financial and service resources. Coordination of the provision of effective training and research. Provision of

		effective support to Nursing Services. Maintain Professional growth/ ethical standards and development of self and subordinates.
<u>ENQUIRIES</u>	:	Ms. AM Mowayo Tel No: 012 354 1300
<u>APPLICATIONS</u>	:	Applications must be submitted to Steve Biko Academic Hospital, Private Bag x 169, Pretoria, 0001 or hand delivered to Cnr Malherbe & Steve Biko Road, Main Entrance at Level 3.
<u>NOTE</u>	:	The application must only include a complete and signed new Z83 Form, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver`s license where necessary, will only be submitted by shortlisted to HR on before the day of the interview date. Steve Biko Academic Hospital is committed to the pursuit of diversity and redress. Candidates whose appointment will promote representivity in terms of race, disability and gender will receive preference.
<u>CLOSING DATE</u>	:	19 December 2022
<u>POST 46/473</u>	:	<u>OPERATIONAL MANAGER SPECIALTY PN-B3: CRITICAL CARE UNIT</u> <u>REF NO: SBAH 111/2022</u> Directorate: Nursing
<u>SALARY</u>	:	R588 378 per annum, plus benefits
<u>CENTRE</u>	:	Steve Biko Academic Hospital
<u>REQUIREMENTS</u>	:	Grade 12. Basic qualifications accredited with the South African Nursing Council in terms of Government Notice 425, i.e Diploma/ degree in Nursing as a Professional Nurse, plus a post basic qualification with the duration of at least 1 year in diploma in Medical and Surgical Nursing Science in Critical Care. A minimum of 9 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the South African Nursing Council in General Nursing. At least 5 years of the period referred to above must be appropriate / recognizable experience in a Critical Care Unit, after obtaining the one year post basic qualification of Medical and Surgical Nursing Science in Critical Care. Diploma/degree in Nursing Management will be an added advantage. Computer literate. South African Nursing Council annual practicing certificate, Verifiable proof of experience, Service certificates compulsory and Valid driver`s license. Strong leadership, good communication and sound interpersonal skills are necessary.
<u>DUTIES</u>	:	Coordination of optimal, holistic specialized nursing care provided within set standards and a professional / legal framework. Manage effectively the utilization and supervision of Human, Financial and service resources. Coordination of the provision of effective training and research. Provision of effective support to Nursing Services. Maintain Professional growth/ ethical standards and development of self and subordinates.
<u>ENQUIRIES</u>	:	Ms. AM Mowayo Tel No: 012 354 1300
<u>APPLICATIONS</u>	:	Applications must be submitted to Steve Biko Academic Hospital, Private Bag x 169, Pretoria, 0001 or hand delivered to Cnr Malherbe & Steve Biko Road, Main Entrance at Level 3.
<u>NOTE</u>	:	The application must only include a complete and signed new Z83 Form, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver`s license where necessary, will only be submitted by shortlisted to HR on before the day of the interview date. Steve Biko Academic Hospital is committed to the pursuit of diversity and redress. Candidates whose appointment will promote representivity in terms of race, disability and gender will receive preference.
<u>CLOSING DATE</u>	:	19 December 2022
<u>POST 46/474</u>	:	<u>PROFESSIONAL NURSE SPECIALTY GRADE 1 PN-B1 (TRAUMA & EMERGENCY) REF NO: PROFNURPNB1/SRH/02/22</u> Directorate: Nursing Department
<u>SALARY</u>	:	R400 644 per annum, (plus benefits)
<u>CENTRE</u>	:	South Rand Hospital
<u>REQUIREMENTS</u>	:	Basic R425 qualification (i.e. Diploma/Degree in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse. Current registration with SANC. A post basic qualification with duration of at

<u>DUTIES</u>	:	least One year accredited with SANC in Trauma and Emergency Nursing Science. A minimum of 4 years appropriate/recognizable experience in nursing after registration as a professional nurse with the SANC in general nursing. Demonstrate and understanding of nursing legislation and related legal and ethical nursing practice. Perform clinical nursing practice in accordance with the scope of practice and nursing standards of required speciality. Work as part of a multidisciplinary team to ensure good nursing care. Work as a team leader in the department. Effective communication with patients, supervisors and clinicians. Able to plan and organise 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's needs, requirements and expectations. Willing to work shifts including night duty and over weekends. Knowledgeable in aspects of Ideal Hospital, Complaints Management and management of Serious Adverse Incidents/ Patient Safety Incidents. Willing to attend in service trainings.
<u>ENQUIRIES APPLICATIONS</u>	:	Mrs E.K Kgomongwe Tel No: 011 681 2008
<u>NOTE</u>	:	Applications must be hand delivered at South Rand Hospital, Friars Hill Road, Rosettenville, 1st Floor application box. on New Z83 form obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents . The completed and signed Z83 form should be accompanied by a recently updated CV specifying all experiences indicating the respective dates (DD/MM/YY) as well as indicating three references with the following information: name and contact numbers, email address and an indication of the capacity in which the reference is known to the candidate. The relevant reference must be quoted in the application form. Copies of your qualifications and Identity document do not need to be attached or certified upon application. Only shortlisted candidates will be required to submit certified copies of the documents on or before the interview date following communication from HR. People with disabilities are encouraged to apply. The Hospital reserves a right to fill or not fill the post. Notes: Successful candidates will undergo a medical screening and will be expected to do verifications which entails reference checks, identity verification, qualifications verification, criminal records check as well as a credit/ financial stability checks. 19 December 2022
<u>CLOSING DATE</u>	:	19 December 2022
<u>POST 46/475</u>	:	<u>PROFESSIONAL NURSE SPECIALTY PN-B1: RADIATION ONCOLOGY REF NO: SBAH 112/2022 (X10 POSTS)</u> Directorate: Nursing
<u>SALARY CENTRE REQUIREMENTS</u>	:	R400 644 per annum, plus benefits Steve Biko Academic Hospital Grade 12. Basic qualification accredited with the South African Nursing Council in terms of Government Notice 425, I.e diploma/ degree in Nursing as a Professional Nurse. A post basic qualification in Oncology Nursing Science with the duration of at least 1 year accredited with the SANC in terms of Government notice No R212 in relevant speciality. A minimum of 4 (four) years appropriate / recognisable experience as Professional Nurse after registration with the SANC in General Nursing. South African Nursing Council annual practicing certificate, service certificate and verified proof of experience. Strong leadership, good communication (verbal, non-verbal and written) and sound interpersonal skills are necessary.
<u>DUTIES</u>	:	Provision of optimal, holistic specialised nursing care with set standards and within a professional / legal framework. Effective utilization of human, material and services resources. Participation in training and research. Provision of support to Nursing Services. Maintain professional growth / ethical standards and development of self and subordinates.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms. AM Mowayo Tel No: 012 354 1300 Applications must be submitted to Steve Biko Academic Hospital, Private Bag x 169, Pretoria, 0001 or hand delivered to Cnr Malherbe & Steve Biko Road, Main Entrance at Level 3.
<u>NOTE</u>	:	The application must only include a complete and signed new Z83 Form, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver`s license where necessary, will only be submitted by shortlisted to HR on before the day of the interview date. Steve Biko Academic Hospital is committed to the pursuit of diversity and redress. Candidates whose

		appointment will promote representivity in terms of race, disability and gender will receive preference.
<u>CLOSING DATE</u>	:	19 December 2022
<u>POST 46/476</u>	:	<u>ASSISTANT DIRECTOR: HUMAN RESOURCE MANAGEMENT REF NO: REFS/015306 (X1 POST)</u> Directorate: Human Resource Management Re-advertisement applicants who previously applied for the post are encouraged to re-apply
<u>SALARY CENTRE REQUIREMENTS</u>	:	R393 711 per annum Sebokeng Hospital Matric plus Bachelor Degree or National Diploma at NQF level 6 in Human Resources Management with a minimum of 5 years' experience in Human Resource environment as a generalist Or Grade 12 Certificate or equivalent qualification with a minimum of 10 years or more experience in Human Resource Management environment as a generalist. Must have at least 3 years' experience at supervisory level in the Human Resource Management sphere. Experience in Public Sector Health HR environment will be an added advantage. Successful completion of Persal introduction training course (Certificate). Knowledge and understanding of Public Service legislative framework. Extensive knowledge and experience of the PERSAL system and Human Resource Administration processes. Computer literate (MS Word, MS Excel, and PowerPoint. Knowledge of the Public Service Act, Public Finance Management Act, Labour Relations Act, Skills Development Act, and other Legislative Prescripts that govern Human Resource Management. Good written and advanced communication skills. Must have leadership, planning, organizing and problem- solving and conflict management skills. Must be able to manage and lead a team. Ability to multitask and prioritize. Ability to work in a high volume and highly pressurized environment.
<u>DUTIES</u>	:	Lead and manage the Human Resource teams. Manage HR budget. Implement and interpret policies, directives, and guidelines. Implement and maintain sound quality management systems, including applicable legislations, policies, good practice, and standards. Manage Recruitment & Selection processes. Provide training, guidance and support to HR staff and line managers. Approve and qualify all mandates and transactions related to appointments, transfers, terminations, salary administration and management of condition of service etc. Manage OSD appointments, grade progressions for OSD and non OSD. Ensure that PERSAL related transactions and mandates forwarded Gauteng Department of E-Government are captured correctly. Manage staff establishment and post filling. Draw up a post filling plan. Implement Policy and procedures on Incapacity leave and Ill- Health Retirement (PILIR). Provide strategic and operational support to staff and line managers. Manage the Performance Management and Development System (PMDS) and the implementation thereof. Manage training unit. Compile and submit reports or any other HR related submissions. Manage audit queries. Manage and implement ORW, Declaration of Financial Disclosures/e-Disclosures. Monitor overtime and capturing of the authorization for overtime. Manage leave and work attendance by staff. Ensure that leaves are correctly and timeously captured on PERSAL. Serve on relevant statutory committees as required. Develop and implement relevant strategic and Operational Plans with monitoring and evaluations to achieve Hospital Objectives. Prepare and submit consolidated monthly, quarterly and annual reports to the Manager HRM. Maintain ethical and professional conduct
<u>ENQUIRIES APPLICATIONS</u>	:	Mr Maake MR Tel No: 016 930 3004 Applications should be posted to Private Bag X058, Vanderbijlpark 1900 or hand delivered to Sebokeng Hospital, HR Department, Moshoeshoe Street. NB: Online applications will not be considered due to system challenges.
<u>NOTE</u>	:	Applications must be submitted on a new Z83 application for employment form as issued by the Minister for the Public Service and Administration in line with Regulation 10 of the Public Service Regulation, 2016, failure to do so will result in disqualification of the application. Z83 form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents . In terms of DPSA circular no 19 of 2022, fully completed and signed Z83 form should be accompanied by a recent updated CV. Copies of qualifications and other relevant documents may not be included on application. Only shortlisted candidates will be required to submit certified copies of Identity Document,

Qualifications and other relevant documents to Human Resources unit before or on the day of the interview. Failure to submit all the requested documents will result in the application not being considered. Communication will be limited to shortlisted candidates only. If you have not been contacted within three (3) months after the closing date please accept that your application was unsuccessful. The department reserves the right not to fill the advertised post. Gauteng Department of Health is guided by the principles of Employment Equity Act; therefore, all the appointments will be made in accordance with the Employment Equity target of the of the institution. NB: People With Disabilities Are Encouraged To Apply. Recommended Candidates Will Be Subjected To Medical Assessment.

- CLOSING DATE** : 20 December 2022
- POST 46/477** : **ASSISTANT DIRECTOR: EMPLOYEE HEALTH AND WELLNESS REF NO: REFS/015637**
Directorate: Human Resources Management
- SALARY** : R393 711 per annum
CENTRE : Thelle Mogoerane Regional Hospital
REQUIREMENTS : Matric, A Degree (NQF level 7) or equivalent qualification in Social Science with minimum of 3 years within Employee, Health and Wellness Environment. Registration with the South African Council for Social Service Professions (SACSSP) as Social Worker. Must have South African valid drivers' license. Knowledge of the Public Service Act, Public Service Regulations, DPSA EHW Strategic Framework, DPSA HIV/AIDS, TB and STI Policy & Framework, DPSA Health and Productivity Policy, DPSA SHERQ Policy. DPSA Wellness Management Policy, Organizing and project planning, Communication, Computer literacy, Report writing, Counselling, Decisive, Able to work under pressure, Able to work independently, Professional, Strategic, Influential.
- DUTIES** : Develop, implement, monitor, evaluate and report on employee health and wellness strategies and programmes. Develop and implement the EHW marketing and promotion strategy. Monitoring, evaluation, and reporting to all stakeholders to ensure continuous improvement of the EHWP in the Department. Provide confidential in person and telephonic counselling, problem assessment, provide psychosocial and socio-economic support to employees facing challenges that hamper employee performance. Identify departmental health risk trends. Provide supervisors on how to effectively refer Employee with unacceptable attendance, assist in the provision of reasonable accommodation to employees who present with medical and psychological conditions. Assist with management of substance abuse in the workplace. Identify and maintain relationships with all relevant stakeholders for effective implementation of the programme. Manage and facilitate HIV, AIDS, TB and any other support and treatment care programmes. Develop HIV TB and STI's management in the workplace costed business plan, Facilitate, and manage health and productivity management programmes Identify, manage, and implement life management service or lifestyle development interventions. Provide regular verbal and written report to EXCO. Present quarterly performance report to the hospital extended EXCO.
- ENQUIRIES** : Mr. A. Mdunyelwa Tel No: (011) 891 7230
APPLICATIONS : Applications should be hand delivered to The Deputy Director: Human Resource, Thelle Mogoerane Regional Hospital, 12390 Nguza Street, Extension 14, Vosloorus 1475, between 8am and 3pm at 1st Floor, Admin Block.
- NOTE** : Applications must be submitted on the New Z83 Fully completed, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. Applicants are not submitting copies/attachments/proof/certification/ID/Driver's License/ Qualifications on application only shortlisted candidates will receive communication from HR to submit certified copies not older than 6 months on or before the day of the interview. Smart ID card copy must show both sides of the ID card. The completed and signed form should be accompanied by a recently updated CV that specifies the following: All experience indicating the position, institution, and respective dates (DD/MM/YY). Failure to submit all the requested documents will result in the application not being considered. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks- Provide

at least 3 off which one must be immediate supervisor, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. TMRH reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). TMRH also reserves the right to cancel the filling of Vacancy or not to fill a vacancy that was advertised during any stage of the recruitment process. The Gauteng Department of Health is guided by the principles of Employment Equity; therefore, all the appointments will be made in accordance with the Employment Equity target of the department

- CLOSING DATE** : 19 December 2022
- POST 46/478** : **MEDICAL BIOLOGICAL SCIENTIST / CLINICAL TECHNOLOGIST REF NO: SBAH 113/2022**
Directorate: Reproductive Biology Laboratory
- SALARY** : R332 427 per annum, plus benefits
CENTRE : Steve Biko Academic Hospital
REQUIREMENTS : BSc honours in a relevant field (Reproductive Biology / Physiology/ Cell Biology) or BTech (Reproductive Biology). Current Independent practice registration at the HPCSA as Medical Biological Scientist or Clinical Technologist, in the category Reproductive Biology. Skilled in basic theoretical and practical aspects of Assisted Reproductive Technology laboratory procedures including semen processing, embryo, micromanipulation and cryopreservation techniques.
- DUTIES** : Demonstrate a working knowledge in the field of human Assisted Reproductive Technology (ART), including Embryology and Andrology. The candidate will be expected to partake in procedures including (i) Andrology services (semen analyses, sperm processing and decontamination) , (ii) human embryo culture (conventional culture and time-lapse culture, micromanipulation, double witnessing) database use and upkeep (including SARA/ANARA) ; (iii) assist in the practical and theoretical training of Assisted Reproduction intern according to HPCSA regulations and (iv) meet milestone target , with details attention to time management and multi tasking.
- ENQUIRIES** : Prof C Huyser Tel No: 012 354 2067/2208
APPLICATIONS : Applications must be submitted to Steve Biko Academic Hospital, Private Bag X169, Pretoria, 0001 or hand delivered to Cnr Malherbe & Steve Biko Road, Main Entrance at Level 3.
- NOTE** : The application must only include a complete and signed new Z83 Form, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted to HR on before the day of the interview date. Steve Biko Academic Hospital is committed to the pursuit of diversity and redress. Candidates whose appointment will promote representivity in terms of race, disability and gender will receive preference.
- CLOSING DATE** : 19 December 2022
- POST 46/479** : **SECRETARY REF NO: JUB43/2022**
Directorate: Nursing Personnel
- SALARY** : R181 599 - R213 912 per annum
CENTRE : Jubilee District Hospital
REQUIREMENTS : Grade 12 with a minimum of 1-2 years' experience as a secretary. Qualification in office administration, proof of computer literacy in Microsoft office suite. Excellent communication and good interpersonal skills. Ability to work independently and under pressure. Business writing skills. Proficiency in all secretarial duties. Must be self-driven individual with flexible approach to work duties. Good time management skills, and ability to juggle multiple responsibilities.
- DUTIES** : Making and receiving telephone calls. Typing of letters, Memos and taking of minutes during the Nursing Directorate meetings. Capturing of those minutes, presentation for signatures and adoption during and post the meetings. Managing the diaries of Deputy Manager Nursing and other Area manager In

		Nursing. If possible, plan, organize and manage events. Ensure office is equipped with necessary needs and stationery. Manage enquiries. Develop and implement an efficient filing system. Writing reports
<u>ENQUIRIES APPLICATIONS</u>	:	Ms Aphane KJ Tel No: (012) 717 9300
	:	documents must be submitted to Jubilee District Hospital Human Resource Department Private Bag X449, Hammanskraal, 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital.
<u>NOTE</u>	:	The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.gov.za , and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. General Information: Short-listed candidates must be available for interviews at a date and time determined by Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.
<u>CLOSING DATE</u>	:	20 December 2022 at Time: 15:00
<u>POST 46/480</u>	:	<u>OCCUPATIONAL THERAPY ASSISTANT REF NO: ODI/28/11/2022/02 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R176 085 per annum, (plus benefits) Grade 2: R207 414 per annum, (plus benefits)
<u>CENTRE REQUIREMENTS</u>	:	Odi District Hospital
	:	Basic occupational therapy assistant certificate (OTT): Appropriate qualification (with duration of at least 2 years) that allows for the registration as Occupational Therapy Assistant with the Health Professions Council of South Africa (HPCSA). Registration with a professional council: Registration with the HPCSA as an Occupational Therapy Assistant. Experience: Grade 1: with less than 10 years' service/ appropriate experience (after registration/complying with minimum appointment requirements). Grade 2: with 10 years and more service/appropriate experience (after registration/complying with minimum appointment requirements). Competencies (knowledge /skills): Sound communication, reading and writing skills. Good interpersonal, organisational and planning skills. Good report writing and leadership skills. Sound knowledge of appropriate national and provincial legislation and policies pertaining to Occupational therapy. Knowledge and understanding of evidence-based practise. Sound knowledge of various physical and mental health condition. Computer literacy.
<u>DUTIES</u>	:	Implementation of specific planned Occupational Therapy Clinical Service in wards under supervision of an Occupation Therapy. Contribute to specific Occupational Therapy assessment through conducting screening evaluations according to set clinical protocols and guidelines. Perform Administrative duties including report writing, data collection. Contribute to resource Management. Maintain adequate stock levels. Contribute to Training and Development. Assist with progress and development of the Occupation Therapy Programme.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr. Thobejane SV Tel No: 012 725 2370/2353
	:	Kindly forward your application to: Odi District Hospital, Klipgat road, Mabopane, HR Section or posted to: Odi District Hospital, Private Bag X509, Mabopane, 0190.
<u>NOTE</u>	:	Applicants must submit on a new Z83 application form obtained from any Public Service Department and are not required to submit copies of qualification and other relevant documents on application but must submit detailed curriculum vitae. The communication from HR of the department regarding the requirements for certified copies of qualifications and other relevant documents will be limited to shortlisted candidates. Therefore, only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR.
<u>CLOSING DATE</u>	:	23 December 2022
<u>POST 46/481</u>	:	<u>HOUSEKEEPER REF NO: STDH/20220011 (X1 POST)</u> Directorate: Support services
<u>SALARY</u>	:	R151 884 – R178 917 per annum, plus benefits

- CENTRE REQUIREMENTS** : Sizwe Tropical Disease Hospital
 : Abet level 4/ Grade12 Certificate or equivalent. Three (3) to Five (5) years cleaning or household experience in hospital environment. Must be computer literate. Knowledge of cleaning procedures, health and safety requirements, basic records keeping and understanding application and usage of cleaning chemicals correctly. Ability to communicate effectively, have interpersonal and conflict resolution skills, Administration skills. Must be reliable and punctual.
- DUTIES** : Daily inspection to ensure hygiene and cleanliness. Control of cleaning material. Identify hazards in the building. Ensure that all visitors sign in and out in the visitor's book, compile, update and submit accommodation register to FMU on monthly basis, ensure that all rules and regulations of residence are adhered to. Effectively manage and control cleaning equipment. Order, receive and issue cleaning material. Monitor the condition and availability of cleaning equipment. Communicate with all stake holders and adhere to infection control measures. Manage the key for the residence. Carry any lawful instruction given by authorized person.
- ENQUIRIES APPLICATIONS** : Mr MA Masuluke Tel No: (011) 531 – 4353
 : Applications must be submitted to: The HR Manager, Sizwe Tropical Disease Hospital, Private Bag X2, Sandringham, 2131 or hand delivered to Sizwe Tropical Disease Hospital main entrance, No.2 Corner Club and Modderfontein Road, Sandringham.
- NOTE** : The application must include only fully completed and signed new Z83 form, obtainable from any Public Service Department or on the internet at www.gov.za, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of interview. Applicants must indicate the department for which they are applying for. Applications received after closing date as well as those that do not comply with the requirements i.e incomplete Z83, will not be taken into consideration. All recommended candidates will be subjected to vetting processes (ie. Reference check, qualification verification, police clearance, citizenship verification etc.)
- CLOSING DATE** : 19 December 2022
- POST 46/482** : **SECURITY GUARD REF NO: STDH/20220012 (X1 POST)**
 Directorate: Support services
- SALARY CENTRE REQUIREMENTS** : R128 166 – R150 975 per annum, plus benefits
 : Sizwe Tropical Disease Hospital
 : Grade 10 or Grade 12. A Valid PSIRA registration with either Grade C, D, B and A. Knowledge of security Acts/legislation and Phonetic Alphabet. Experience in security environment and security diploma will be an added advantage. Must be prepared to work shifts.
- DUTIES** : Responsible for searching of both cars and pedestrian and access control. Protect state property, employees, visitors and patients in the hospital for 24 hours. Conduct hourly patrols and reporting security breaches. Write statements. Escort patients, assets and personnel within and outside the hospital premises. Switch taps and lights on and off in your area of responsibility. Write and submit reports to the supervisor. Assist with restraining of patients, provide directions to visitors and patients. Comply with security dress code. Monitor all movements, events and activities within the hospital premises using CCTV equipment. Adhere to all security policies and procedures.
- ENQUIRIES APPLICATIONS** : Mr MA Masuluke Tel No: (011) 531 – 4353
 : Applications must be submitted to: The HR Manager, Sizwe Tropical Disease Hospital, Private Bag x2, Sandringham, 2131 or hand delivered to Sizwe Tropical Disease Hospital main entrance, No.2 Corner Club and Modderfontein Road, Sandringham
- NOTE** : The application must include only fully completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.gov.za, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of interview. Applicants must indicate the department for which they are applying for. Applications received after closing date as well as those that do not comply with the requirements i.e incomplete Z83, will not be taken into consideration. All recommended

- candidates will be subjected to vetting processes (ie. Reference check, qualification verification, police clearance, citizenship verification etc.)
- CLOSING DATE** : 19 December 2022
- POST 46/483** : **LINEN ASISTANT REF NO: STDH/20220013 (X1 POST)**
Directorate: Support services
- SALARY** : R107 196 – R126 270 per annum, plus benefits
CENTRE : Sizwe Tropical Disease Hospital
REQUIREMENTS : Grade 10/ Abet level4 or Grade 12. Laundry experience and seamstress certificate will be an added advantage. Ability to read and write. Be reliable and punctual. Be able to work under pressure.
- DUTIES** : Collect soiled linen from the wards and out-patient department daily. Sort and count dirty linen. Wash linen daily. Collect dirty linen and deliver clean linen daily. Sluice soiled linen daily. Pack the linen on the shelves. Ensure that clean linen is always available. Ensure that new linen is stamped before issued to wards. Seal and mark the linen bags. Load and off load linen daily. Participate in stock count. Adhere to all Linen bank policies and procedures. Report any broken machinery and equipment used to the supervisor.
- ENQUIRIES** : Ms RE MabasoTel No: (011) 531 – 4499
APPLICATIONS : Applications must be submitted to: The HR Manager, Sizwe Tropical Disease Hospital, Private Bag X2, Sandringham, 2131 or hand delivered to Sizwe Tropical Disease Hospital main entrance, No.2 Corner Club and Modderfontein Road, Sandringham.
- NOTE** : The application must include only fully completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.gov.za, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of interview. Applicants must indicate the department for which they are applying for. Applications received after closing date as well as those that do not comply with the requirements i.e incomplete Z83, will not be taken into consideration. All recommended candidates will be subjected to vetting processes (ie. Reference check, qualification verification, police clearance, citizenship verification etc.)
- CLOSING DATE** : 19 December 2022
- POST 46/484** : **PORTER REF NO: JUB42/2022 (X3 POSTS)**
Directorate: Admin and Logistics
- SALARY** : R107 196 - R213 912 per annum
CENTRE : Jubilee District Hospital
REQUIREMENTS : Abet level 4 or Grade 10. Relevant experience as a porter or mortuary attendant. Must be able to read and write.be prepared to work shifts, weekends and holidays. Knowledge of customer care, knowledge of Occupational Health and safety act. Understanding of Batho -Pele principles. Good verbal and written communication. Men will be preferred candidates.
- DUTIES** : Accompany walking patients, patients on wheelchairs and stretchers to various service points. Assisting in loading and offloading patients from ambulances and private cars. Cleaning of wheelchairs and stretchers. Collection of wheelchairs and stretchers from all hospital treatment points to porter's bay. Transport corpse from the wards to the mortuary. Assist with messenger service (Deliver blood samples and files)
- ENQUIRIES** : Mr Kgomo D Tel No: (012 717 9347)
APPLICATIONS : documents must be submitted to Jubilee District Hospital Human Resource Department, Private Bag X449, Hammanskraal, 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital.
- NOTE** : The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.gov.za, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. General Information: Short-listed candidates must be available for interviews at a date and time determined by Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this

		institution within three months of the closing date, please consider your application unsuccessful.
<u>CLOSING DATE</u>	:	20 December 2022 at Time: 15:00
<u>POST 46/485</u>	:	<u>OCCUPATIONAL MEDICAL PRACTITIONER GRADE 1, 2 AND 3 (20 SESSIONS PER MONTH) REF NO: REFS NO/015610</u> Directorate: Forensic Medical Services
<u>SALARY</u>	:	Grade 1: R413.00 per hour, (all-inclusive package) Grade 2: R472.00 per hour, (all-inclusive package) Grade 3: R548.00 per hour, (all-inclusive package)
<u>CENTRE REQUIREMENTS</u>	:	Head Office an appropriate qualification (MBBCh / MBChB) that allows registration with the Health Professional Council of South Africa (HPCSA) as a Medical Practitioner. Postgraduate Diploma in Occupational Medicine as recognized by the HPCSA plus at least three (3) years of experience in occupational health service; proof of current registration; Grade 1: No experience required after registration as Medical Practitioner; Grade 2: A minimum of 5 years appropriate experience after registration as a Medical Practitioner; Grade 3: A minimum of 10 years appropriate experience after registration as a Medical Practitioner. A valid driver's license. Medical Officers should understand the PILIR management. Knowledge of current health and public service legislation and policies.
<u>DUTIES</u>	:	Provide professional occupational health and primary healthcare service. Provide comprehensive best practice medicine, environmental, health, occupational hygiene, employee wellness, and occupational safety programmes to the workforce. Manage trauma and injury on duty. Conduct medical assessment for fit for duty and conduct the comprehensive Medical Surveillance Programs; Advise Senior Management on occupational health-focused medical programmes and interventions. Providing information, training, and education on occupational health, safety, psychological matters, and ergonomics to management and the employees; Supporting and monitoring the implementation of occupational health and safety legislation; Implementing a biological monitoring programme according to employees' risk and advice on hazardous exposure in the workplace; Participation in the workplace health promotion programmes; Be part of multidisciplinary team and advice on Health Risk Assessments make recommendation and referrals to other Clinical practitioners. Assist with the management of absenteeism due to illness or injury. Submit monthly reports to management.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms. M.K.S Ntuli Tel No: (072) 480 8862 Applications must be done on the following website: http://www.professionaljobcenter.gpg.gov.za . No hand delivered, faxed, emailed or posted applications will be accepted. Gauteng Forensic Medical Service is committed to the pursuit of diversity, redress and will promote representation in terms of race, disability and gender.
<u>NOTE</u>	:	Applications must consist of a fully completed and signed new Z83 form with a comprehensive CV containing contactable references. In compliance to DPSA Circular 19 of 2022 certifying documents / qualifications will only be requested from only shortlisted candidates before interview process (Applicants are not required to submit copies of qualifications and other relevant documents when applying). The relevant reference number must be quoted in the application form. In terms of the National Qualification Framework Amendment Act 2019 it is an offence for any person to falsely or fraudulently claim to hold a qualification. Any person found to be misrepresenting their qualifications, work experience or facts in their CV will be disqualified and reported to the appropriate authority. People with disability are encouraged to apply.
<u>CLOSING DATE</u>	:	23 December 2022
<u>POST 46/486</u>	:	<u>MEDICAL OFFICER GRADE 1- GRADE 3 (SESSIONAL) REF NO: EHD2022/11/02</u> Directorate: Family Medicine
<u>SALARY</u>	:	Grade 1: R413.00 per hour (session) Grade 2: R472.00 per hour (session) Grade 3: R548.00 per hour (session)
<u>CENTRE REQUIREMENTS</u>	:	Ekurhuleni Health District Appropriate qualification that allows registration with the Health Professionals Council of South Africa (HPCSA) as a medical officer. Basic medical degree

(MBCHB) or equivalent). **Grade 1:** Less than 5 years relevant experience
Grade 2: At least 5 years, but less than 10 years, relevant experience, **Grade 3:** 10 years and more relevant experience. Recommendations: Experience in district health service. Experience in general medical practice: PHC; HAST; EBM and use of current protocols. Excellent clinical skills in terms of consultation; history taking; examination; clinical assessment and management procedures. Good professional attitude; communication skills; ethics in relation to patients/families/community; referrals; consent for treatment; teamwork ability and medical records keeping. Willingness to work/participate in outreach programmes in any PHC facilities within the district health service. Post graduate diploma or relevant medical degree is an advantage.

DUTIES : Facilitate and support the provision of primary health care services in the district including clinics, Community health centres and district hospitals as part of DHS. Improve clinical quality of PHC services through direct patient care, mentoring and supervision of health care professionals through an integrated approach programme. Participate in 24hour PHC services including Medico-legal and EMS. Support the development of the clinical department of family medicine and participate in academic teaching and learning in family medicine and PHC in the district. Support the training and the CME activities for nurses, intern and community service doctors in the district. Support or participate in the development of district research projects.

ENQUIRIES : Dr. S Agbo. Tel No: 011 878- 8548 /011 878 -8547

APPLICATIONS : Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 at Ground Floor or posted to The Human Resource Manager, Private Bag X1005, Germiston 1400.

NOTE : No S&T claims and resettlement allowance will be paid. Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicant should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration.

CLOSING DATE 20 December 2022

POST 46/487 : **PHARMACIST SESSIONAL REF NO: HRM/2022/48 (X1 POST)**

Directorate: Pharmacy

SALARY : Grade 1: R349.00 per hour

CENTRE : Mamelodi Regional Hospital

REQUIREMENTS : National Senior Certificate plus Basic qualification (B PHARM) that allows registration with the South African Pharmacy Council (SAPC) as a Pharmacist. Good verbal and communication skills and excellent interpersonal skills. Must be a team player and able to collaborate with other health professionals. Must be able to function effectively under pressure and to take initiative. Must be good administrative and computer skills. Sound knowledge of legislation applicable to pharmacy practice Act 53 of 1974, Medicines, Related Substances Act 101 of 1965, and regulations thereof. Grade 1: less than five years appropriate experience as a pharmacist with SAPC. Grade 2: At least 5 years but less than 13 years relevant experience as a Pharmacist. Grade 3: 13 years and more relevant experience as a pharmacist.

DUTIES : Assists with dispensing of medicines to OPD patients. Ensure compliance to hospital formulary, EML, STGs and National guidelines. Facilitate rational use of medicines. Focus on availability of medicines and communication thereof to

		relevant stakeholders to ensure minimal impact on patents. Perform all other duties delegated by supervisor /Manager.
<u>ENQUIRIES</u>	:	Dr. EB Mankge Tel No: 012 841 8305
<u>APPLICATIONS</u>	:	Must be submitted to: Mamelodi Regional Hospital, Human Resource Department, Private Bag X0032, Rethabile, 0122, hand delivery to: Human Resource, 19472 CNR Tsamaya Avenue and Serapeng Street, Mamelodi Regional Hospital. (HR Recruitment Section).
<u>FOR ATTENTION</u>	:	Mr. Hlophe (Recruitment Section)
<u>NOTE</u>	:	Applications must be submitted on a New Z83 form fully completed, obtainable from any Public Service Department or from the DPSA website, with recently updated and detailed CV, only shortlisted candidates will be requested to bring certified copies of the required documents. The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. The specific reference number of the post must be correctly quoted failure to comply with these instructions will disqualify applications from being fairly processed. Candidates will be subjected to Medical Surveillance, Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record check and employment reference check. Jobs are not for sale at Mamelodi regional hospital.
<u>CLOSING DATE</u>	:	19 December 2022
<u>POST 46/488</u>	:	<u>DIAGNOSTIC RADIOGRAPHER REF NO: HRM/2021/50 (X6 SESSIONAL POSTS)</u> Directorate: Radiology Department
<u>SALARY</u>	:	Grade 1: R219.00 per hour
<u>CENTRE</u>	:	Mamelodi Regional Hospital
<u>REQUIREMENTS</u>	:	National Senior Certificate and a recognized Diploma or Degree Qualification in Diagnostic Radiography that allows registration with HPCSA as an independent Diagnostic Radiographer. Two (2) years' work experience in Computerised Tomography Scan (CT Scan), Knowledge, Skills Training and Competencies Required. Good interpersonal skills and teamwork.
<u>DUTIES</u>	:	Produce good quality CT scan images, Plan and perform various CT examinations with high competence, Good knowledge of all contrast media needed and used in CT Scan. Planning and booking of CT Scan patient. Managing CT Scan department. Ensure regular QA and service of the CT Scan machine. Training of Radiographer on CT machine. Make sure that regulations pertaining to radiation, protection and safety are adhered to and that the budget is controlled. Receive cognizance of the traumatic and pathological condition that may be present and accept responsibility for the patients. Supervise subordinates. CT Scan Students Clinical Training according to the vision and mission statement of the Department of Health, perform any other duty that may be delegated by the supervisor. Must be able to work independently without supervision. Must be willing to cover a 24 hours' duty roster. Work with COVID-19 suspected and confirmed patients.
<u>ENQUIRIES</u>	:	Mr. M.A. Mbatha Tel No: (012) 842 0924
<u>APPLICATIONS</u>	:	Must be submitted to: Mamelodi Regional Hospital, Human Resource Department, Private Bag X0032, Rethabile, 0122, hand delivery to: Human Resource, 19472 CNR Tsamaya Avenue and Serapeng Street, Mamelodi Regional Hospital.
<u>FOR ATTENTION</u>	:	(HR Recruitment Section)
<u>NOTE</u>	:	Applications must be submitted on a New Z83 form fully completed, obtainable from any Public Service Department or from the DPSA website, with recently updated and detailed CV, only shortlisted candidates will be requested to bring certified copies of the required documents. The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. The specific reference number of the post must be correctly quoted failure to comply with these instructions will disqualify applications from being fairly processed. Candidates will be subjected to Medical Surveillance, Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record check and employment reference check. Jobs are not for sale at Mamelodi Regional Hospital.
<u>CLOSING DATE</u>	:	19 December 2022

POST 46/489 : **ASSISTANT PHARMACIST (POST BASIC) REF NO: HRM/2022/50 (X3 SESSIONAL POSTS)**
 Directorate: Pharmacy

SALARY : Tarrif Grade 1: R144.00 per hour
CENTRE : Mamelodi Regional Hospital
REQUIREMENTS : National Senior Certificate plus Post Basic qualification that allows registration with the South African Pharmacy Council (SAPC) as a Post Basic Pharmacy Assistant. Good verbal and communication skills and excellent interpersonal skills. Must be a team player and able to collaborate with other health professionals. Must be able to function effectively under pressure and to take initiative. Must be good administrative and computer skills Sound knowledge of legislation applicable to pharmacy practice Act 53 of 1974, Medicines, Related Substances Act 101 of 1965, and regulations thereof.

DUTIES : Assists with dispensing of medicines to OPD patients. Ensure compliance to hospital formulary, EML, STGs and National guidelines. Facilitate rational use of medicines. Focus on availability of medicines and communication thereof to relevant stakeholders to ensure minimal impact on patents. Perform all other duties delegated by supervisor /Manager.

ENQUIRIES : Dr. E.B. Mankge Tel No: 012 841 8305
APPLICATIONS : Must be submitted to: Mamelodi Regional Hospital, Human Resource Department, Private Bag X0032, Rethabile, 0122, hand delivery to: Human Resource, 19472 CNR Tsamaya Avenue and Serapeng Street, Mamelodi Regional Hospital.

FOR ATTENTION : Mr. M.H. Hlophe (Recruitment Section)
NOTE : Applications must be submitted on a New Z83 form fully completed, obtainable from any Public Service Department or from the DPSA website, with updated and detailed CV, only shortlisted candidates will be requested to bring certified copies of the required documents. The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. The specific reference number of the post must be correctly quoted failure to comply with these instructions will disqualify applications from being fairly processed. . Candidates will be subjected to Medical Surveillance, Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record check and employment reference check. Jobs Are Not For Sale At Mamelodi Regional Hospital.

CLOSING DATE : 19 December 2022