

**PROVINCIAL ADMINISTRATION: GAUTENG
DEPARTMENT HEALTH**

ERRATUM: (JHB HEALTH DISTRICT): Kindly note that the following 1 post were advertised in Public Service Vacancy Circular 11 dated 24 March 2023, The Notes have been amended as follows (1) Labour Relations Officer Ref No: LR2023/03/07 Notes: must be submitted only through this email: JhbHealth.District.JobApplications@gauteng.gov.za Applicants must indicate the post reference number as subject line of the email. Notes: The fully completed and signed new Z83 form should be accompanied by a detailed recently updated CV, copies of your qualifications, identity document and driver's license do not need to be attached upon application, and only shortlisted candidates will receive communication from HR to submit certified copies on the day of the interview. Smart ID card and Driver's license copies must be double sided. Please ensure that the reference number is correctly quoted. Persons who are foreign nationals or who are in possession of a foreign qualification must furnish the Department with an evaluation or endorsement certificate from the respective Council or body. 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. People with disabilities are encouraged to apply. All recommended candidates will be subjected to positive results of the security screening process which entails reference checks, criminal records check, qualification verification and medical surveillance. Incomplete applications or applications received after closing date will not be considered. Johannesburg Health District does not have budget for resettlement and S&T claims.. The closing date has been extended to 21 April 2023 and Kindly note that the following 1 post were advertised in Public Service Vacancy Circular 10 dated 17 March 2023, The Notes have been amended as follows (1) Deputy Manager Nursing PN-A8 REF NO: DMN/2022/03/04 Notes: must be submitted only through this email: JhbHealth.District.JobApplications@gauteng.gov.za Applicants must indicate the post reference number as subject line of the email. Notes: The fully completed and signed new Z83 form should be accompanied by a detailed recently updated CV, copies of your qualifications, identity document and driver's license do not need to be attached upon application, only shortlisted candidates will receive communication from HR to submit certified copies on the day of the interview. Smart ID card and Driver's license copies must be double sided. Please ensure that the reference number is correctly quoted. Persons who are foreign nationals or who are in possession of a foreign qualification must furnish the Department with an evaluation or endorsement certificate from the respective Council or body. 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. People with disabilities are encouraged to apply. All recommended candidates will be subjected to positive results of the security screening process which entails reference checks, criminal records check, qualification verification and medical surveillance. Incomplete applications or applications received after closing date will not be considered. Johannesburg Health District does not have budget for resettlement and S&T claims.. The closing date has been extended to 21 April 2023 **DR. GEORGE MUKHARI ACADEMIC HOSPITAL** Kindly note that the following post was advertised in Public Service Vacancy Circular 10 dated 17 March 2023, Deputy Director: Admin Support and Logistics with Ref No: Refs/016525; the post has been withdrawn. **(SEBOKENG HOSPITAL):** Kindly note the following post Deputy Director: Administration and Support Service was advertised without a reference number in the public service vacancy circular 06 date 17 February 2023, The following Reference NO: SEB-DDAS-01-23 must be used. The closing date will be the 14 April 2023.

OTHER POSTS

POST 12/198 : **HEAD CLINICAL DEPARTMENT (DENTAL) REF: HCDOP/01/23**
Directorate: Oral Pathology and Oral Biology

SALARY : R2 259 651 per annum

CENTRE : SMU Oral Health Centre

REQUIREMENTS : BChD or equivalent as well as an MChD / MDent qualification in Oral Pathology and Oral Biology. Current registration with the Health Professions Council of South Africa as a Specialist in Oral Pathology and Oral Biology. A Minimum of 3 years appropriate as a Dental Specialist in Oral Pathology after registration with the HPCSA including a minimum of 3 years academic experience of teaching and training undergraduate

students, postgraduate students (Speciality and non-Speciality programmes) and a proven record of Supervising research with at least one PG Masters student supervised to completion. A proven record of managerial experience and research output with at least 3 publications in peer reviewed and accredited journals. Must have presented Papers/Abstracts of at least 2 locally or internationally.

DUTIES

: The incumbent will be responsible for inter alia; the general management and administration of Oral Pathology and Oral Biology department. Including Finance material and Human Resources. The monitoring of Services and Clinical governance in the discipline, training of undergraduate and postgraduate students' development and supervision of research projects and academic outreach.

ENQUIRIES

: Dr DF Kotsane Tel No: +12- 521- 4881

APPLICATIONS

: Quote the relevant post number. Direct applications must be delivered to Human Resources Manager, Medunsa Oral Health Centre Human Resource Department, Room S521 Level 5 or posted to: Medunsa Oral Health Centre, Private Bag X848, Medunsa, 0204.

FOR ATTENTION

NOTE

: Ms Pretty Rangoato

: 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 will only be submitted by shortlisted candidates to HR on or before the day of the interview date Applications must be submitted timeously, applications received after closing date will not be accepted. Candidates will be expected to be available for selection interviews on the date and time and place determined by the Institution. Correspondence will be limited to shortlisted candidates only. If you have not heard from us within 3 months after closing date, please accept that your application has been unsuccessful. The Institution reserves the right not to make any appointment. Persons with disabilities are encouraged to apply. The level of the university academic appointment/position will be determined on an individual basis applicable to university criteria.

CLOSING DATE

: 20 April 2023

POST 12/199

: **HEAD CLINICAL DEPARTMENT (DENTAL) REF: HCDO/01/23**

Directorate: Orthodontics Department

SALARY

: R2 259 651 per annum

CENTRE

: SMU Oral Health Centre

REQUIREMENTS

: BChD or equivalent as well as an MChD / MDent qualification in Orthodontics Department. Current registration with the Health Professions Council of South Africa as a Specialist in Oral Pathology and Oral Biology. Minimum of three (3) years of clinical experience as a Specialist Orthodontics Department with a minimum of three (3) years 'Academic experience in the following: Undergraduate dental education, postgraduate teaching and training including speciality and non-speciality programs and postgraduate research supervision, with at least one PG Masters student supervised to completion. A proven record of managerial experience and research activity with at least three (3) publications in peer reviewed in accredited journals. A good professional standing nationally and internationally among peers in the field.

DUTIES

: The incumbent will be responsible for inter alia; the general management and administration of Orthodontics Department. Including Finance material and Human Resources. The monitoring of Services and Clinical governance in the discipline, academic training of undergraduate and postgraduate students' development and supervision of research projects and academic outreach ENQUIRIES: Dr DF Kotsane Tel No: +12- 521- 4881

FOR ATTENTION

APPLICATIONS

: Ms Pretty Rangoato

: Quote the relevant post number. Direct applications must be delivered to Human Resources Manager, Medunsa Oral Health Centre Human Resource Department, Room S521 Level 5 or posted to: Medunsa Oral Health Centre, Private Bag X848, Medunsa, 0204.

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 will only be submitted by shortlisted candidates to HR on or before the day of the interview date Applications must be submitted timeously, applications received after closing date will not be accepted. Candidates will be expected to be available for selection interviews on the date and time and place determined by the Institution. Correspondence will be limited to shortlisted candidates only. If you have not heard from us within 3 months after closing date, please accept that your application has been unsuccessful. The Institution reserves the right not to

make any appointment. Persons with disabilities are encouraged to apply. The level of the university academic appointment/position will be determined on an individual basis applicable to university criteria.

CLOSING DATE

: 20 April 2023

POST 12/200

HEAD CLINICAL UNIT REF: HCUICD/01/23

Directorate: Integrated Clinical Dentistry

SALARY

: R1 807 380 per annum (all inclusive)

CENTRE

: SMU Oral Health Centre

REQUIREMENTS

: BChD/BDS degree plus MChD/MDent post-graduate degree in any of the 6 Dental Specialties OR Any other relevant Postgraduate Dental Specialty qualification namely MDS/MSc. Current registration with HPCSA as a Dental Specialist OR Stomatologist. Applicants with MChD/MDent require a minimum of 3 years appropriate work experience as a Dental Specialist after registration with the HPCSA, while applicants with the other Dental Specialty qualifications (MDS/MSc) require a minimum of 6 years work experience after registration with the HPCSA. The job incumbent must possess a proven record in teaching and training of dental students, undergraduate and postgraduate (MDent and other master's programmes). In addition, the incumbent should have a work experience in Integrated Curriculum Development, Curriculum Assessment and Monitoring. Proven track record in Research output with at least 3 publications in peer reviewed and accredited journals. Must have presented at least 2 Papers/Abstracts locally or internationally

DUTIES

: The incumbent will be responsible for inter alia; the general management and administration of Integrated Clinical Department. Including Finance material and Human Resources. The monitoring of Services and Clinical governance in the discipline, academic training of undergraduate and postgraduate students' development and supervision of research projects and academic service learning.

ENQUIRIES

: Prof D Mawela Tel No: +12- 521- 5719

APPLICATIONS

: Quote the relevant post number. Direct applications must be delivered to Human Resources Manager, Medunsa Oral Health Centre Human Resource Department, Room S521 Level 5 or posted to: Medunsa Oral Health Centre, Private Bag X848, Medunsa, 0204.

FOR ATTENTION

: Ms Pretty Rangoato

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 will only be submitted by shortlisted candidates to HR on or before the day of the interview date Applications must be submitted timeously, applications received after closing date will not be accepted. Candidates will be expected to be available for selection interviews on the date and time and place determined by the Institution. Correspondence will be limited to shortlisted candidates only. If you have not heard from us within 3 months after closing date, please accept that your application has been unsuccessful. The Institution reserves the right not to make any appointment. Persons with disabilities are encouraged to apply. The level of the university academic appointment/position will be determined on an individual basis applicable to university criteria.

CLOSING DATE

: 20 April 2023

POST 12/201

MEDICAL SPECIALIST: FAMILY MEDICINE REF NO: REFS/016655 (1 POST)

Directorate: Clinical Services

SALARY

: R1 156 308.per annum (All Inclusive package)

CENTRE

: Dr. George Mukhari Academic Hospital

REQUIREMENTS

: Grade 1: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Specialist in a normal Speciality. Registration with the HPCSA as Medical Specialist in a normal Speciality. No experience required after registration with the HPCSA as a Medical Specialist in a normal Speciality. Extensive knowledge of South African District Health and Primary Health Care (PHC) system. Extensive undergraduate and post graduate teaching experience, including significant experience with supervisor of post graduate research. At least three relevant publications in peer-reviewed journals. Management skills, good communication, leadership, and decision-making skills. Sound knowledge of and experience in management of Family Medicine cases. Knowledge of national and international demography current health and public services legislation, regulation and policies including medical ethics, epidemiology, and statistics. Good communication skills and decision making. Counselling and conflict resolution skills. Leadership, administration,

and management skills. Demonstration of the ability to work as part of a multidisciplinary team. An extra qualification will be an added advantage.

DUTIES

: Co-ordinate the comprehensive medical services in the Hospital. Implement quality improvement process to address identified problems related to patient care and the health systems in consultation with other stakeholders. Coordinate academic and clinical activities of the department and report directly to the Head of Department. Ensure Family Physicians implement their own performance management and those of their subordinate's medical officer, Registrars, medical interns and support staff. In liaison with other stakeholders, provide leadership in the implementation of the Primary Health Care re-engineering project, School health and ward based PHC outreach teams. Implementation and participate in a structured, continued professional programme to optimise the knowledge and skills of clinicians in the District (Medical Interns, Medical Officers, PHC Nurses and Registrations). Personally render medical services to patients in the district healthcare facilities and rotate through all services to patient in the Hospital and rotate through all service points. Participate in the commuted overtime in the hospital. Lead and participate in the undergraduate training programs of the department of family medicine and SMU. Initiate, participate and conduct high quality primary care researches and publications, to improve quality clinical services. Perform any other duties as may be determined by the HOD Family Medicine.

ENQUIRIES

: Prof. I Govender Tel: 012 521 5820/ 4313

APPLICATIONS

: Applications can be delivered to: Dr. George Mukhari Academic Hospital, 3111 Setlogelo Drive, Ga-Rankuwa, 0208 Nurses Home Block 13(HR Registry) or posted to: Dr. George Mukhari Academic Hospital, Private Bag X422, Pretoria 0001.

NOTE

: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the completed CV and new updated Z83 form obtainable from any Public Service Department or on the internet at www.gov.za/documents. Received applications using the incorrect application for employment (old Z83) will not be considered. Each application for employment must be fully completed, initialled and signed by the applicant. Failure to complete will lead to disqualification during the selection process. Section A, B, C and D must be completed in full. Section E, F and G: Noting that there's a limited space provided applicants often indicate "refer to Curriculum Vitae (CV) or see attached", this is acceptable as long as the CV has been attached and provides the required information. The question that relates to conditions that prevents re-appointment under part F must be answered. Declaration must be completed and signed). Only shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the day of the interview. Please ensure that the specific reference number is quoted correctly. Due to technical problems with GPG vacancy website that the institution is consistently faced with, applicants are encouraged to apply using any of the above methods. Correspondence will be entered with shortlisted candidates only. If you have not been contacted within three (3) months after closing date of this advertisement, please accept that your application was unsuccessful. The employer reserves the right to fill this position. It is legislative requirement that all newly appointed staff members be subjected to Personnel Suitability Check (PSC)- Verification, upon appointment within the department. This verification processes entails reference checks, identity verification, qualification verification, criminal records check. Successful candidates will be subjected to OHS medical surveillance as required by HBA regulations within OHS Act 85 of 1993.

CLOSING DATE

: 19 March 2023

POST 12/202

: **MEDICAL SPECIALIST GRADE 1 REF NO: REFS/016603 (X 1 POST)**
Directorate: ICU

SALARY

: R1 156 308.per annum (all inclusive)

CENTRE

: Chris Hani Baragwanath Academic Hospital (CHBAH)

REQUIREMENTS

: Appropriate qualifications that allow registration with HPCSA as Medical Specialist. Completion of Registrar time in Anaesthesia, Surgery, Emergency Medicine, Obstetrics and Gynaecology, or Medicine. Registration with HPCSA as a specialist in Anaesthesia, Surgery, Emergency Medicine, Obstetrics and Gynaecology or Medicine. Experience in Critical Care in an accredited Intensive Care unit recommended Completion of Colleges of Medicine specialist exam. Current specialist registration with the HPCSA. current HPCSA registration for April 2022/March 2023. Applicants currently employed by Provincial government health departments and have their HPCSA registration fees deducted on PERSAL to supply proof of registration for 2022/2023 and supply proof of 2023/2024 registration by July 2023 (Attach communication from HPCSA) A resuscitation course APLS (or PALS), ACLS, ATLS recommended. A valid driver's license. Experience in the public sector would be an advantage.

Competence/Knowledge/Skills: Ability to manage a team of junior and senior doctors. Ability to establish excellent working relationships with anaesthetic team, emergency unit and other clinical departments. Good leadership skills, excellent communication (verbal and written) skills, conflict resolution and good interpersonal skills. The successful candidate must be adaptable, disciplined, and self-confident. The candidate must be able to work independently and under pressure and beyond normal working hours and work with diverse team. Ability to work in a multi-disciplinary team. Knowledge of legislation, policies and procedure pertaining to health care users. Computer Literacy.

DUTIES

: Administrative duties within the Department of Intensive Care. Delivery of clinical services to critically ill patients. Foster and co-ordinate a multidisciplinary approach to the management of critically ill patients. Co-ordinating logistics of ordering and obtaining equipment and pharmaceuticals 4Involvement in hospital committees and liaison with other departments within the hospital. Participate in the functions of the Critical Care Society of Southern Africa that governs the development and management of Intensive Care in South Africa. Staff training theoretical and skills performance of junior doctors and allied medical disciplines at Tertiary and referring hospitals. Development and ongoing provision of undergraduate and postgraduate teaching and assessment. Policy development and implementation. Provision of clinical support and outreach programs. 10.To participate, support and promote research relevant to Critical Care Medicine. Ability to initiate and conduct research will be an advantage. Be a role model for students and staff. Participate in all divisional, departmental and faculty meetings in order to facilitate effective teaching and research as well as to enhance continuing professional development. Perform duties assigned by the Head of Department of Health. Maintain quality assurance standards and other Departmental policies. To assist in teaching programme of both undergraduates and postgraduates. Attend meetings and training as approved by HOU. Comply with the Performance Management and Development System (contracting, quarterly reviews and final assessment).

ENQUIRIES APPLICATION

: Prof Mathivha Tel: 011 933 0270
 : Applications can be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital from 8am to 3pm at Ground Floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808. Applications may also be uploaded online at www.gautengonline.gov.za or <http://professionaljobcentre.gpg.gov.za>.

NOTE

: No faxed applications will be considered. Applications must be submitted on the new Z83 form. The application form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialled and signed. On the Z83 the Department where position was advertised it should state Department of Health (Chris Hani Baragwanath Academic Hospital). According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications, service certificate and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications, service certificate, other relevant documents on or before the interview and candidates in possession of a foreign qualification will be required to furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Personnel Suitability Checks (PSC) –Verification (Reference checks- Provide at least 3 of which one must be immediate supervisor, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH 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). The Department reserves the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities are encouraged to apply.

CLOSING DATE

: 21 April 2023

<u>POST 12/203</u>	: <u>MEDICAL OFFICER: FAMILY MEDICINE REF NO: REFS/016657 (1 POST)</u> Directorate: Clinical Services
<u>SALARY</u>	: R858 528.per annum (All Inclusive package)
<u>CENTRE</u>	: Dr. George Mukhari Academic Hospital
<u>REQUIREMENTS</u>	: Grade 1: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with the HPCSA as Medical Practitioner. No experience required after registration as Medical Practitioner with the HPCSA in respect of South African qualified employees. Grade 2: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with the HPCSA as Medical Practitioner. A minimum of 5 years' appropriate experience as a Medical Practitioner after registration with the HPCSA as Medical Practitioner. Grade 3: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with the HPCSA as Medical Practitioner. A minimum of 10 years' appropriate experience as Medical Practitioner after registration with the HPCSA as Medical Practitioner.
<u>DUTIES</u>	: Clinical assessment, history taking, mental status examination and physical examination of all patients, formulation, development and execution of management plans of all patients. Assessment and management of emergencies. Counselling and education of patients and families. Proper clinical record keeping. Prepare referral letters and discharge summaries for all patients. Proper record of all lab results. Participates in ward/department admin in maintain ward records. Commitment to emergency care highest level of ethics, professionalism and punctuality. Expected ability to work in a team and to report all potential conflict of interests and corruption.
<u>APPLICATION</u>	: Applications can be delivered to: Dr. George Mukhari Academic Hospital, 3111 Setlogelo Drive, Ga-Rankuwa, 0208 Nurses Home Block 13(HR Registry) or posted to: Dr. George Mukhari Academic Hospital, Private Bag X422, Pretoria 0001.
<u>NOTE</u>	: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the completed CV and new updated Z83 form obtainable from any Public Service Department or on the internet at www.gov.za/documents . Received applications using the incorrect application for employment (old Z83) will not be considered. Each application for employment must be fully completed, initialled and signed by the applicant. Failure to complete will lead to disqualification during the selection process. Section A, B, C and D must be completed in full. Section E, F and G: Noting that there's a limited space provided applicants often indicate "refer to Curriculum Vitae (CV) or see attached", this is acceptable as long as the CV has been attached and provides the required information. The question that relates to conditions that prevents re-appointment under part F must be answered. Declaration must be completed and signed). Only shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the day of the interview. Please ensure that the specific reference number is quoted correctly. Due to technical problems with GPG vacancy website that the institution is consistently faced with, applicants are encouraged to apply using any of the above methods. Correspondence will be entered with shortlisted candidates only. If you have not been contacted within three (3) months after closing date of this advertisement, please accept that your application was unsuccessful. The employer reserves the right to fill this position. It is legislative requirement that all newly appointed staff members be subjected to Personnel Suitability Check (PSC)- Verification, upon appointment within the department. This verification processes entails reference checks, identity verification, qualification verification, criminal records check. Successful candidates will be subjected to OHS medical surveillance as required by HBA regulations within OHS Act 85 of 1993.
<u>ENQUIRIES</u>	: Prof. I Govender Tel: 012 521 5820/ 4313
<u>CLOSING DATE</u>	: 19 March 2023
<u>POST 12/204</u>	: <u>DENTIST GRADE 1/2/3</u> Directorate: Maxillofacial and Oral Surgery
<u>SALARY</u>	: R833 340 per annum
<u>CENTRE</u>	: SMU Oral Health Centre
<u>REQUIREMENTS</u>	: Appropriate qualification that allows registration with the HPCSA as a Dentist. Minimum of 2-7 years appropriate experience as a Dentist after registration with the HPCSA, with interest in Maxillofacial and Oral Surgery. The candidate must have experience in teaching and training undergraduate students (Dentists, Dental Therapists and Oral Hygienists) in Maxillofacial and Oral Surgery.

DUTIES : The incumbent will be responsible for the following key performance areas: Provide Oral Health Services at SMU/Medunsa Oral Health Centre in the Maxillofacial and Oral Surgery Department and participate in the programme for SMU Oral Health Centre. Teaching/training undergraduate dental students including academic administration. Prepare and deliver dental lectures in Minor Oral Surgery. Maintain physical and electronic records. Be willing to be developed in teaching and learning as well as in Research.

ENQUIRIES FOR ATTENTION APPLICATIONS : Prof IT Munzhelele Tel No: +12- 521-4859
: Ms Pretty Rangoato
: Quote the relevant post number. Direct applications must be delivered to Human Resources Manager, Medunsa Oral Health Centre Human Resource Department, Room S521 Level 5 or posted to: Medunsa Oral Health Centre, Private Bag X848, Medunsa, 0204.

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 will only be submitted by shortlisted candidates to HR on or before the day of the interview date Applications must be submitted timeously, applications received after closing date will not be accepted. Candidates will be expected to be available for selection interviews on the date and time and place determined by the Institution. Correspondence will be limited to shortlisted candidates only. If you have not heard from us within 3 months after closing date, please accept that your application has been unsuccessful. The Institution reserves the right not to make any appointment. Persons with disabilities are encouraged to apply. The level of the university academic appointment/position will be determined on an individual basis applicable to university criteria.

CLOSING DATE : 20 April 2023

POST 12/205 : **PHARMACIST GRADE 1 REF NO: REFS/016606 (X 1 POST)**
Directorate: Pharmacy

SALARY CENTRE REQUIREMENTS : R724 887.per annum
: Chris Hani Baragwanath Academic Hospital (CHBAH)
: Bachelor of Pharmacy (B. Pharm Degree) or equivalent qualification accredited by the South African Pharmacy Council (SAPC) that allows registration with the SAPC as a Pharmacist. Registration with the SAPC as Pharmacist. No experience required after registration as Pharmacist with the SAPC in respect of RSA qualified employees who performed community service in relevant profession as required in South Africa), (Foreigner: One-year relevant experience after registration as Pharmacist with a recognized Foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa).

DUTIES : The provision of pharmaceutical care for patients at the hospitals, including Oncology Admixing of Cytotoxic medicines and supporting chemotherapy for cancer patients. Evaluation of the patient medicine-related needs by determining the indication, safety, and effectiveness of the prescribed therapy. Dispensing of medicines or scheduled substance as prescribed according to hospital Standard Operating Procedures. Furnishing of information and advice to any person with regards to the safe and effective use of the medicine. Determining compliance of therapy and necessarily follow up to ensure the patient's medicine-related needs are met. Comply with standard operating procedures and statutory regulations (GPP, GMP, and PFMA). Provide comprehensive patient counselling and liaise with clinicians to ensure best therapeutic outcomes. Monitor patient treatment adherence and appropriate use of chronic medicines. Stock Control and correct handling and storage medicines. Consulting with medical officers to ensure compliance to standard treatment guidelines and EML. Providing in-service training, promoting the rational and safe use of medicines, and monitoring availability of essential medicines. Supervising of pharmacist assistants and Interns. Promote Public health, quality priorities, and Batho Pele Principles. Ensure safekeeping of pharmaceuticals, implementing measures to prevent fruitless and wasteful expenditure. Deputize for the senior pharmacists. Be available for on call after hours services as scheduled. Perform all duties within the scope of practice of a pharmacist. Evaluate and manage staff performance and development within your area. Ensure that section 21 medicine procedures are adhered to by health professionals and schedule 5 and 6 drug registers are balanced and maintained Comply with the Performance Management and Development System (contracting, quarterly reviews and final assessment
Mr. S. Dikgang Tel No: (011) 933-8843/8797

ENQUIRIES :

<u>APPLICATIONS</u>	:	Applications can be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital from 8am to 3pm at Ground Floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808. Applications may also be uploaded online at www.gautengonline.gov.za or http://professionaljobcentre.gpg.gov.za .
<u>NOTE</u>	:	No faxed applications will be considered. Applications must be submitted on the new Z83 form. The application form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents . The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialled and signed. On the Z83 the Department where position was advertised it should state Department of Health (Chris Hani Baragwanath Academic Hospital). According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications, service certificate and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications, service certificate, other relevant documents on or before the interview and candidates in possession of a foreign qualification will be required to furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Personnel Suitability Checks (PSC) –Verification (Reference checks- Provide at least 3 of which one must be immediate supervisor, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH 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). The Department reserves the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities are encouraged to apply.
<u>CLOSING DATE</u>	:	21 April 2023
<u>POS 12/206</u>	:	<u>OPERATIONAL MANAGER NURSING (SPECIALITY UNIT): (PN-B3) – REF NO: REFS/016604 (X 1 POST)</u> Directorate: Obstetrics and Gynaecology
<u>SALARY</u>	:	R588 378 per annum
<u>CENTRE</u>	:	chris hani baragwanath academic hospital (CHBAH)
<u>REQUIREMENTS</u>	:	Basic R425 qualification (i.e. Diploma or Degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Current registration with the South African Nursing Council. A minimum of 9 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. A post basic nursing qualification, with a duration of at least 1 year in Diploma in Medical and Surgical Nursing: Operating Theatre accredited by SANC. At least 5 years of the period referred to above must be appropriate/Recognizable experience after obtaining the 1-year post-basic qualification in the relevant speciality. A post basic qualification in Nursing Administration will be an added advantage. Competence/Knowledge/Skills: Leadership, ward Management/Administration, planning, Organizing, co-ordination, and communication skills. Ability to take charge and make Appropriate independent decisions. Knowledge of administrative policies and Guidelines. Display empathy for patients, promoting advocacy and facilitate holistic treatment and Nursing care.
<u>DUTIES</u>	:	Supervise and evaluate quality of nursing care as directed by Professional scope of practice and set nursing standards within a professional/legal framework. Implement nursing legislation and related framework and ethical nursing practices. Manage resources effectively and efficiently in the unit. Compile and analyse reports to improve quality of patient care. Participate in training, research, and self-development. Be allocated to work night shifts, Weekends, public holidays and relieve the supervisor when required. Perform as an Operational Manager in accordance with the scope of practice demonstrate effective Communication with patients, supervisor and other health professionals and junior colleagues. Implementation of ideal Hospital Framework

Comply with the Performance Management and Development System (contracting, quarterly reviews and final assessment.

**ENQUIRIES
APPLICATIONS**

: Mr. NB Mulaudzi Tel No: (011) 933 0134
: Applications can be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital from 8am to 3pm at Ground Floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808. Applications may also be uploaded online at www.gautengonline.gov.za or <http://professionaljobcentre.gpg.gov.za>.

NOTE

: No faxed applications will be considered. Applications must be submitted on the new Z83 form. The application form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialled and signed. On the Z83 the Department where position was advertised it should state Department of Health (Chris Hani Baragwanath Academic Hospital). According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications, service certificate and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications, service certificate, other relevant documents on or before the interview and candidates in possession of a foreign qualification will be required to furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Personnel Suitability Checks (PSC) –Verification (Reference checks- Provide at least 3 of which one must be immediate supervisor, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH 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). The Department reserves the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities are encouraged to apply.

CLOSING DATE

: 21 April 2023

POST 12/207

: **OPERATIONAL MANAGER NURSING (PN-B3): PRIMARY HEALTH CARE REF NO: TDHS/A/2023/31**

**SALARY
CENTRE
REQUIREMENTS**

: R588 378.per annum
: Ekangala Clinic
: Basic qualification accredited with SANC in terms of Government Notice R425 (Degree or Diploma in Nursing). Post basic qualification in terms of Government Notice R48 with a duration of at least 1 year in Curative Skills in Primary Health Care (Clinical Nursing Science, Health Assessment, Treatment and Care) accredited with the SANC. Current registration with South African Nursing Council essential. An additional qualification in Nursing Administration/Management will be an added advantage. A minimum of nine (9) years appropriate and recognizable experience in nursing post registration as a professional nurse. At least (3 to 5) years of the period referred above should be after obtaining a 1-year Post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care. Knowledge of the application of Nursing Act, Public Service Act, Public Service Regulations, Basic Conditions of Employment Act, Labour Relations Act, Public Finance Management Act and Treasury Regulations. Understanding the application of Batho Pele Principles, Patients' Rights Charter, and quality assurance system. Ability to communicate verbally and written. Good people management and presentations skills. Good communication (verbal and written), interpersonal, social mobilisation, networking, and financial management as well as Computer skills, report writing and presentation skills. Valid Driver's license is essential.

DUTIES

: Demonstrate knowledge of legislation relevant to health care services. Management of the facility by providing comprehensive Primary Health Care services to the communities. Ensure that nursing services are rendered according to the set norms and standards. Ensure implementation of departmental policies including Batho Pele

Principles, Patients' Rights Charter. Provide administrative services, as well as management of human, material and financial resources. Ensure community involvement and liaise with stakeholders to improve service rendering. Use of technology to communicate (i.e., analyse data, documents, compile necessary reports, identify gaps and take remedial steps as well as overall Monitoring & Evaluation. Manage Primary health Care services. Ensure management of the multidisciplinary teams within the facility and ensure effective and efficient coordination and integration of quality health care services. Oversee, implement, and sustain Ideal Health Facility Realization programme.

ENQUIRIES : Dr Moshime-Shabangu Tel No: 012 451 9004 during office hours only (08h00-16h00)
APPLICATIONS : Documents must be submitted to First Floor Tshwane Health District Fedsure Building, 3319 Cnr Pretorius and Lilian Ngoyi Streets, Pretoria, 0001

NOTE : No faxed applications will be considered. Applicants are not required to submit copies of qualifications and other relevant documents when applying but submit fully completed new Z83 form and detailed Curriculum Vitae (only). Only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following Communication from HR. If you have not been contacted within three months. After the closing date, please accept that your application was unsuccessful. The recommended candidate/s may be subject to medical 104 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 appointments 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 April 2023

POST 12/208 : **PROFESSIONAL NURSE GRADE 1: SPECIALTY NURSING ADVANCE MIDWIFERY**
REF NO:TDHS/A/2023/33

SALARY : R400 644 – R464 466.per annum
CENTRE : Bronkhorstspuit Hospital
REQUIREMENTS : Grade 1: Minimum of 4 years appropriate/recognizable experience in Nursing after registration as Professional nurse with the SANC in General nursing plus a post basic nursing qualification with duration of at least 1 year accredited with the SANC in terms of Government Notice No. R212 in the specialty of advanced midwife. Current (2023) SANC license to practice Computer literacy. Certificate in ESMOE training will be an added advantage.

DUTIES : Provide quality Maternal and Neonatal nursing care services, ensure compliance to recommendations of saving mothers and babies. Implementation of EPI programme, PPIP (Perinatal problem identification programme) and EMTCT (Elimination of mother to child transmission of HIV) 118 guidelines. Promotion of MBFHI (Mother Baby Friendly Hospital Initiative). Ensure compliance to infection control principles and waste management guidelines. Ability to work under pressure. Ability to lead in a shift and shift worker. Flexibility towards departmental needs. Ability to work independently and in a multi-disciplinary team. Managing administration functions. Ability to utilize resources effectively, staff development and PMDS. Ensure compliance to Ideal Hospital Realization Framework guideline, policies, regulations, protocols, guidelines and SOP. Communication and Problem-solving skills and accurate data collection. To assist in planning/organizing and monitoring of the objectives of the specialized unit (Maternity unit) in consultation with subordinates. To provide a therapeutic environment for staff, patients and the public. To provide comprehensive, quality nursing care as a member of the multi-disciplinary team according to the identified needs of the patient, based on scientific principles. To delegate duties and support staff in the execution of patient care delivery. To provide direct and indirect supervision of all nursing staff / housekeeping staff and to give guidance. To ensure continuity of patient care on all levels e.g., workbook, handover rounds. To liaise and communicate with the multi-disciplinary team as well as other departments within the hospital e.g., during operational meetings with nursing supervisor and subordinates. Effective utilization of resources: Human Resources, material resources and budget. Participation in training and research, Provision of Support to Nursing Services, to assist with the relief of duties of the supervisor and act as junior shift-leader on both day and night shift, to partake in overall specialized unit functions, i.e., team building, Maintain professional growth/ethical standards and self-development. Participate in preparation, attending maternal and morbidity meetings monthly. Provide in-service education in managing maternal and neonatal complications, including drills

ENQUIRIES : Mr Oupa Nama Tel. No: (012) 451 9265
APPLICATIONS : 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 or 01 Barney Hurwitz Avenue, Bronkhorstspruit District Hospital, Bronkhorstspruit 1020
<u>NOTE</u>	:	No faxed applications will be considered. Applicants are not required to submit copies of qualifications and other relevant documents when applying but submit fully completed new Z83 form and 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 from HR. If you have not been contacted within three months. After the closing date, please accept that your application was unsuccessful. The recommended candidate/s 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 appointments will be made in accordance with the Employment Equity target of the department. No applications will be considered after the closing date.
<u>CLOSING DATE</u>	:	19 April 2023
<u>POST 12/209</u>	:	<u>PROFESSIONAL NURSE GRADE 1 (SPECIALITY) ADVANCE MIDWIFERY AND NEONATAL NURSING SCIENCE REF NO: ODI/20/03/2023/01 (X1 POST)</u>
<u>SALARY</u>	:	R400 644.per annum (plus benefits)
<u>CENTRE</u>	:	Odi District 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. Post basic nursing qualification, with a duration of at least 1 year accredited with SANC in terms of Government notice no R212 in Advanced Midwifery and Neonatal Nursing Science. A minimum of 4 years appropriate/recognisable experience in nursing after registration as a Professional Nursing with SANC in General Nursing. Current registration with the SANC as a Professional Nurse.
<u>DUTIES</u>	:	Support the district commitment to reduce maternal morbidity and mortality. Provision of high quality, holistic antenatal, intrapartum, and post-natal care including neonatal care. Ensure nursing is provided within the scope of practice and legal framework. Implement obstetric priority programs, EMTCT, MBFI, ESMOE. Ensure safe pre-operative and post operative nursing practice to prevent maternal mortality including adherence to nursing principle of Infection Prevention and Control. Promotion of professionalism and adherence to nursing professional ethics. Rendering a holistic specialised nursing care to patients as a member of the multidisciplinary team. Maintain infection prevention and control standards. Effective utilisation of resources. Participate in training and research. Demonstrate effective communication with patients, supervisors, patients, and other health professionals. Perform nursing administration and relieving the Operational Manager. Implement Ideal Hospital framework. Must be willing to workday and night duty / shift.
<u>ENQUIRIES</u>	:	MS. Ntsie EP, Tell: 012 725 2312
<u>APPLICATIONS</u>	:	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>	:	21 April 2023
<u>POST 12/210</u>	:	<u>DIETITIAN GRADE 1 REF NO: PWH/DIET/01/2023</u> Directorate: Dietetics
<u>SALARY</u>	:	R332 427 – R378 318 pr annum (Plus Benefits)
<u>CENTRE</u>	:	Pretoria West District Hospital
<u>REQUIREMENTS</u>	:	Appropriate qualification that allows registration with the Health Professions Council of South African HPCSA) as Dietitian. Currently register registration with the Health Professions Council of South African (HPCSA) as Independent Practitioner Dietitian. Must have Completed Community Service as a Dietitian. Knowledge Requirements: Must have knowledge of current health and public service legislation, regulations, and policies. Knowledge in the application of Clinical Dietetics theory, practices, and ethics. Competency requirements: Communication skills, report writing skills, planning and organizational skills, networking and liaison skills, basic Dietetic clinical skills, research skills, analytical skills and presentation skills:Computer literacy (MS Word, MS Excel),

ability to work as a member of a multidisciplinary team. Effective interpersonal skills, planning, organizational skills, and leadership qualities.

DUTIES

: Render effective patient centered Dietetics services for in- and out-patients in adherence to the scope of practice and health protocols. Assess and treat all patients within allocated clinical load. Carry out all delegated duties, including administrative duties. Implement and adhere to national, provincial, institutional and departmental policies, procedures, regulations, guidelines and SOPs. Participate in CPD activities. Work with colleagues and provide relief as and when the need arises. Work as part of a multidisciplinary team. Supervise and train Dietetic students. Train all relevant personnel. Undergo training and development programs for self-development, i.e., Contribute and participate in the professional development of self, colleagues and interdisciplinary team members. Participate in Performance Management and Development (PMDS). Attend relevant meetings. Utilize allocated financial and physical resources properly and efficiently. Participate in the implementation and monitoring of quality assurance standards, such as record keeping, statistics/data collection, assisting with budget control, asset management, etc. Communicate effectively with all stakeholders. Comply with standards and ethical requirements as set out by the HPCSA and the Public Sector Code of Conduct. Carry out duties as delegated to ensure quality patient care and excellent service delivery. Implement and maintain the quality assurance and National Core Standard and norms at departmental level. Adhere to provincial, hospital and departmental policies, procedures, guidelines and regulations. Contribute and participate in professional development of self and colleagues. Applicant should be prepared to undergo Medical Surveillance as an inherent job requirement. Comply with the Performance Management and Development System (contracting, quarterly reviews and final assessment).

**ENQUIRIES
APPLICATIONS**

: Mrs. S Ramabulana: Tel: 012 380 1252
: Applications can be delivered to Pretoria West Hospital, HR Department, 380 Sytze Wierda Avenue, Philip Nel Park, Pretoria West or posted to: Pretoria West Hospital, HR Department, Private Bag X02, and Pretoria West.0117.

NOTE

: Applications must be submitted on a new Z83 form obtainable from any public service department Website, Which must be completed in full with attached CV. Only Shortlisted candidate will be required to submit certified copies of documents.

CLOSING DATE

: 20 April 2023

POST 12/211

: **PHYSIOTHERAPIST REF NO: TDHS/A/2023/32**

**SALARY
CENTRE
REQUIREMENTS**

: R332 427 – R459 126.per annum
: Bronkhorstspruit Hospital
: National Senior Certificate. An appropriate tertiary qualification as a Physiotherapist, Registration certificate with HPCSA as a Physiotherapist: Independent Practice. Current registration with HPCSA as a Physiotherapist: Independent Practice (2023/2023receipt). Certificate of service endorsed by Human Resource Department. **Grade 1** Registration with HPCSA as a Physiotherapist. No experience required. **Grade 2:** Ten (10) years' experience after registration with HPCSA as a Physiotherapist. **Grade 3:** Twenty (20) years' experience after registration with HPCSA as a Physiotherapist. Knowledge, Skills, Attributes, and Abilities: Sound knowledge of Physiotherapy diagnostic & therapeutic procedures. Knowledge on use and care of equipment. Good knowledge on scope of practise, ethical codes & relevant legislation. Clinical reasoning and decision-making skills. Ability to work within a multidisciplinary team. Good organisation and time management skills. Excellent communication and interpersonal relations (Basic understanding and ability to speak a commonly spoken official language will be an addition advantage) Basic supervisory skills. Skills in management of patients with cerebral palsy/neurological conditions would be an advantage.

DUTIES

: Comprehensive assessment of all patients using correct diagnostic and therapeutic techniques. Development of appropriate treatment programme for patients. Provision of appropriate mobility and seating devices to patients. Recording of clinical findings and discussions of: National Senior Certificate. An appropriate tertiary qualification as a Physiotherapist, Registration certificate with HPCSA as a Physiotherapist: Independent Practice. Current registration with HPCSA as a Physiotherapist: Independent Practice (2023/2023receipt). Certificate of service endorsed by Human Resource Department. **Grade 1** Registration with HPCSA as a Physiotherapist. No experience required. **Grade 2:** Ten (10) years' experience after registration with HPCSA as a Physiotherapist. **Grade 3:** Twenty (20) years' experience after registration with HPCSA as a Physiotherapist. Knowledge, Skills, Attributes, and Abilities: Sound knowledge of Physiotherapy diagnostic & therapeutic procedures. Knowledge on use and care of equipment. Good knowledge on scope of practise, ethical codes & relevant legislation. Clinical reasoning and decision-making skills. Ability to work within a multidisciplinary team. Good

organisation and time management skills. Excellent communication and interpersonal relations (Basic understanding and ability to speak a commonly spoken official language will be an addition advantage) Basic supervisory skills. Skills in management of patients with cerebral palsy/neurological conditions would be an advantage. patients files. Practice holistic management of patients by referring to appropriate disciplines. Maintain statistics for clinical and non-clinical tasks. Serve as representative on committees such as IPC, OHS, resuscitation etc. as allocated by supervisor. Participate in Quality Improvement of the physiotherapy department and institution as requested. Involvement in monitoring and evaluation programmes of the physiotherapy department such as clinical and documentation audits, leave and attendance audits, NCS, ideal hospital assessment etc. Participate in regular performance management assessment. Participate in staff development activities e.g. CPD, in-service training, case presentations etc., Ensure safety and security of equipment and consumable resources of the department.

ENQUIRIES : Mr Oupa Nama Tel. No: (012) 451 9265
APPLICATIONS : 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 or 01 Barney Hurwitz Avenue, Bronkhorstspuit District Hospital, Bronkhorstspuit 1020

NOTE : No faxed applications will be considered. Applicants are not required to submit copies of qualifications and other relevant documents when applying but submit fully completed new Z83 form and 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 from HR. If you have not been contacted within three months. After the closing date, please accept that your application was unsuccessful. The recommended candidate/s 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 appointments 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 April 2023

POST 12/212 : **ICT SUPPORT TECHNICIAN REF: SMUICT/01/23**
 Directorate: Administration

SALARY : R269 214 per annum (all inclusive)
CENTRE : SMU Oral Health Centre

REQUIREMENTS : National Senior Certificate/ Grade 12 and an appropriate 3-year tertiary qualification (NQF 6) in Information Technology with at least 2 years appropriate experience in technical support services. Knowledge of/experience in Windows Server Platform (AD, DNS, DHCP & Exchange). LAN Support (cabling and switches) and PABX knowledge. High level of computer literacy and sound knowledge of the Microsoft Office suite. Report writing skills and communication skills (verbal and written). Record keeping. Ability to apply technical/professional skills. Accept responsibility, work under pressure and independently. Ability to produce good quality of work. Adhere to working hours and if required after hours. Must be a team player, flexible reliable and self-motivated. Must have good interpersonal relations, planning and execution skills. Must have a valid driver's license.

DUTIES : Provide individual support and training to staff upon request. Maintain and update inventory of software, hardware, and resources. Creating User accounts. Provide telephonic support. Manage Anti-Virus protection and software installation, desktop, and printer management. Install, configure new computers and other IT equipment. Perform any other duty related to the post. Keep records and submit monthly reports. Support the PABX system. Ensure the smooth running of the computer throughout the Hospital. This entails diagnosing and resolving software and hardware problems. Installation and troubleshooting of Transversal system and HIS.LOGIS. Repair and upgrade different types of computers (software and hardware) and install and configure new computers including, servers and other IT equipment. Render technical advisory support for all IT projects that will impact on the infrastructure and ensure that all calls logged are resolved within the required times as per departmental ICT service standards

ENQUIRIES : Mr HH Hadebe Tel No: +12- 521- 4814/Dr DF Kotsane Tel No: +12- 521- 4881
APPLICATIONS : Quote the relevant post number. Direct applications must be delivered to Human Resources Manager, Medunsa Oral Health Centre Human Resource Department, Room S521 Level 5 or posted to: Medunsa Oral Health Centre, Private Bag X848, Medunsa, 0204.

FOR ATTENTION : Ms Pretty Rangoato

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 will only be submitted by shortlisted candidates to HR on or before the day of the interview date Applications must be submitted timeously, applications received after closing date will not be accepted. Candidates will be expected to be available for selection interviews on the date and time and place determined by the Institution. Correspondence will be limited to shortlisted candidates only. If you have not heard from us within 3 months after closing date, please accept that your application has been unsuccessful. The Institution reserves the right not to make any appointment. Persons with disabilities are encouraged to apply.

CLOSING DATE : 20 April 2023

POST 12/213 : **EMPLOYEE HEALTH AND WELNESS PRACTITIONER REF: SMUEWP/01/23**
Directorate: Human Resource Department

SALARY : R269 214 per annum (all inclusive)
CENTRE : SMU Oral Health Centre
REQUIREMENTS : Grade 12 and Degree or National Diploma in Social Sciences/Social Work/Psychology or relevant (equivalent) qualification as recognised by SAQA. Proof of current registration with the relevant statutory body. Three years functional experience in Employee Health and wellness field. A valid driver license. Skills and Competencies: Knowledge of relevant Public-Sector Policies and Acts. Sound knowledge of Employee Health and wellness Strategic Framework, HIV/AIDS policies, Sick leave management and PILLIR policy. Knowledge and experience in Counselling and trauma debriefing, People management skills, Problem solving and crisis management skills, verbal and written. Analytical thinking, Policy development skills, good communication skills. Time management, facilitation and presentation skills, Project planning and management. Excellent Report writing skills. Computer literary Good interpersonal skills.

DUTIES : Coordinate and promote Employee Health and Wellness Programmes and awareness sessions. Coordinate Psycho-social wellness through promotive, preventive, and curative programmes. Promote organisational wellness through employee support. Promote and support work-life balance. Conduct assessment, referrals counselling and intervention support to staff and maintain confidentiality. Develop and maintain partnerships with internal and external stakeholders. Analyse and manage data and other wellness information for reporting and produce reports thereof. Coordinate Health and Wellness events in the facility in line with the department's strategies and objectives. Conduct training for staff, supervisors, and Managers on their role on Employee Wellness and conduct marketing of EHWP. Monitor and evaluate EHWP in the facility. Assist champion Employee Value Proposition. Develop, Implement and maintain standard operating procedures on EHWP.

ENQUIRIES : Ms Pretty Rangoato Tel No: +12- 521- 4881
APPLICATIONS : Quote the relevant post number. Direct applications must be delivered to Human Resources Manager, Medunsa Oral Health Centre Human Resource Department, Room S521 Level 5 or posted to: Medunsa Oral Health Centre, Private Bag X848, Medunsa, 0204.

FOR ATTENTION : Ms Pretty Rangoato
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 will only be submitted by shortlisted candidates to HR on or before the day of the interview date Applications must be submitted timeously, applications received after closing date will not be accepted. Candidates will be expected to be available for selection interviews on the date and time and place determined by the Institution. Correspondence will be limited to shortlisted candidates only. If you have not heard from us within 3 months after closing date, please accept that your application has been unsuccessful. The Institution reserves the right not to make any appointment. Persons with disabilities are encouraged to apply.

CLOSING DATE : 20 April 2023

POST 12/214 : **PROFESSIONAL NURSE (NIMART TRAINED) REF NO: ODI/20/03/2023/02 (X1 POST)**

SALARY : Grade 1: R268 584 – R311 361.per annum
Grade 2: R330 324 – R379 356.per annum
CENTRE : Odi District Hospital

<u>REQUIREMENTS</u>	:	Basic R425 (i.e. diploma/ degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as Professional Nurse and Midwife. Current registration with the SANC as a Professional Nurse. A Grade 1 (0-10 years), grade 2 (10-20 years) appropriate recognisable experience in nursing after registration as a Professional Nurse with the South African Nursing Council in General Nursing. Must be NIMART trained and must have worked in an ART clinic for a minimum 2 years. Knowledge of HIV/AIDS, DR-TB and DS-TB, MMC guidelines and policies. Computer literate. Understanding and knowledge of DHIS web and Tier.Net software.
<u>DUTIES</u>	:	Demonstrate an understanding of nursing legislation and related legal and ethical nursing practices. Perform clinical nursing practice in accordance with the scope of practice and nursing standards. Ensure effective management of the HAST Programme. Monitor, validate and analyse data from DHIS web and Tier.Net software. Improve HIV and TB screening within the hospital. Participate in the planning and organize of world Aids Day, HIV/TB awareness campaigns to improved case detection and linkage to care. Coordinate monthly and quarterly reports for submission to Sub district and district. Validate, verify and analyse data prior to submission to the next level. Attend Sub district, District and Provincial meetings as required. Ensure teamwork and quality management in the HAST Programme. Support and guide nurses on both programme policies and guidelines. Promote quality nursing care as directed by the scope of practice and standards as determined by the relevant health facility. Be able to observe ethics in terms of patient confidentiality. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient's needs, requirements and expectations. Application of Batho Pele Principles. Our Values and I care for You, including Ideal Hospital realisation Framework.
<u>ENQUIRIES APPLICATIONS</u>	:	MS. Ntsie EP, Tel: 012 725 2312
<u>NOTE</u>	:	Kindly forward your application to: Odi District Hospital, Klipgat road, Mabopane, HR Section or posted to: Odi District Hospital Private Bag x509, Mabopane.0190. 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>	:	21 April 2023
<u>POST 12/215</u>	:	<u>PHARMACIST ASSISTANT POST BASIC REF NO: CHBAH 638 (X 1 POST)</u> Directorate: Pharmacy
<u>SALARY CENTRE REQUIREMENTS</u>	:	R217 854 .per annum Chris Hani Baragwanath Academic Hospital (CHBAH) Qualification as a Post-Basic Pharmacist Assistant. Registration with the South African Pharmacy Council (SAPC) as a Qualified Post-Basic Pharmacist Assistant. Proof of current registration with SAPC. Competence/knowledge/skills: Sound verbal and written communication skills. Sound organisational and planning skills. High level of reliability and ability to handle confidentiality. Ability to act with tact and discretion and handle conflict. Good telephone etiquette and interpersonal skills. Ability to work under pressure, take initiative and work well in a team. Knowledge of public service legislation, policies, and procedures.
<u>DUTIES</u>	:	Assist with control of stock both ordering, receiving and the distribution of medicines in accordance with the Standard Operating Procedures and legislation. Assist with the compounding, manipulation or preparation of non-sterile or sterile medicines or scheduled substances according to a formula and standard operating procedures approved by the responsible pharmacist; Assist with the manufacturing of non-sterile or sterile medicine or scheduled substances according to a formula and standard operating procedures approved by the responsible pharmacist; Assist with the re-packaging of medicines; Assist with the distribution and control of stock of Schedule 1 to Schedule 7 medicines or scheduled substances; Assist with the ordering of medicine and scheduled substances up to and including Schedule 7 according to an instruction of a person authorised in terms of the Medicines and Related Substances Act, 101 of 1965, To purchase or obtain such medicine or scheduled substances; The reading and preparation of a prescription, the selection, manipulation or compounding of the medicine, the labelling and supply of the medicine in an appropriate container following the interpretation and evaluation of the prescription by a pharmacist; the provision of instructions regarding the correct use of medicine supplied; and the provision of information to individuals in order to promote health and safe use of medicine. Adhere

to Good pharmacy practice guidelines as published in the rules of the SAPC. Adhere to timelines. Be willing to undergo continuous training and development programmes. Attend meetings and training as approved by supervisor. Comply with the Performance Management and Development System (contracting, quarterly reviews and final assessment)

**ENQUIRIES
APPLICATIONS**

: Mr. S. Dikgang Tel No: (011) 933-8843/8797
: Applications can be hand delivered to The Director: Human Resources, Chris Hani Baragwanath Academic Hospital, from 8am to 3pm at Ground Floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808.

NOTE

: Applications may also be uploaded online at www.gautengonline.gov.za or <http://professionaljobcentre.gpg.gov.za>. No faxed applications will be considered. Applications must be submitted on the new Z83 form. The application form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialled and signed. On the Z83 the Department where position was advertised it should state Department of Health (Chris Hani Baragwanath Academic Hospital). According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications, service certificate and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications, service certificate, other relevant documents on or before the interview and candidates in possession of a foreign qualification will be required to furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Personnel Suitability Checks (PSC) –Verification (Reference checks- Provide at least 3 of which one must be the immediate supervisor, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH 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). The Department reserves the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities are encouraged to apply.

CLOSING DATE

: 21 April 2023

POST 12/216

: **DENTAL ASSISTANT GRADE 2 REF NO: SMUDA01/23**
Directorate: Clinical Manager

**SALARY
CENTRE
REQUIREMENTS**

: R207 414 per annum
: SMU Oral Health Centre
: Grade 12 with a national certificate in dental assisting or equivalent qualification with prior experience. Registration with Health Professional Council of South Africa (HPCSA) as a Dental Assistant and proof of current registration. A minimum of 10 years appropriate experience as a dental assistant after obtaining appropriate qualification or prescribed in service training that allows for the required registration with HPCSA and experience in dental assisting supervisory role. Experience in academic environment. Able to perform routine dental assisting tasks. Good communication skills. Organizational skills, computer literacy and knowledge of Dental Practice Management. Ability to work in a team and under pressure. The incumbent must be self-motivated, and goal orientated.

DUTIES

: Provision of satisfactory client service. Ensure organisation and maintenance of administrative duties and record keeping including staff rosters. Practice and maintain infection control standards. Ensure and maintain general clinical ward activities. Adherence to quality assurance standards. Ordering of consumables as needed. Do inventory of dental instruments. Adhere to the health care waste management. Monitoring and management of dental assistant duties of all HR requirements and related duties. Participate in student teaching and training in the clinical environment. Orientation of student on the standard operating procedure in the clinical areas.

- ENQUIRIES APPLICATIONS** : Dr NA Mukhari-Baloyi Tel no: 012 521 3079/4801.
: quote the relevant post number. Direct applications must be delivered to Medunsa Oral Health Centre, Human resource department, Room S521, level 5 or posted to: Medunsa Oral Health Centre, Private Bag X 848, Medunsa, 0204. the institution reserves the right to not to make any appointment.
- NOTE** : Fully completed new Z83, obtainable from any public service department or on the internet at www.gov.za and a detailed Curriculum Vitae with minimum of at least three (3) referees. 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. Applications must be submitted timeously, applications received after closing date will not be accepted. The Department reserves the right not to make 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** : 20 April 2023
- POST 12/217** : **LIBRARY ASSISTANT REF NO. SGL7/24/03/2023**
Directorate: Administration
- SALARY CENTRE REQUIREMENTS** : R181 599 per annum (plus benefits)
: GCON: SG Lourens Campus
: Grade 12 or equivalent certificate. A recognised Diploma in Library and information science. Two (2 years' experience in a Library environment and knowledge of LIBWIN and other Library Management Systems. Skills and Knowledge: Knowledge and understanding of administration procedures relating to the library environment including norms and standards. Planning and organising skills. Ability to work under pressure. Sound written and verbal communication. Computer literacy certificate in (Microsoft Word, Microsoft Excel). Good interpersonal and organisational skills and problem-solving skills. Ability to work independently with minimal supervision as well as part of a team. Must possess excellent interpersonal and communication skills to serve others. A general knowledge of the scope and variety of both printed and electronic information sources.
- DUTIES** : Support training and development of nursing students. Assist in registering library users and perform all the prescribed issue desk administrative tasks. Rendering library and information service to nursing students and lecturers with information searches on different online databases. Performing administrative tasks e.g., Statistics, library orientation, marketing, and advocate the library. Assist in stocktaking of library material and collection development. Assist the librarian in keeping a proper record of all library assets for asset management purposes. Assist with counter, phone, and email enquiries from library users. Register new users and maintain and update user profiles. Check in/out library materials to patrons. Sorting, shelving and shelve reading of library materials according to their categorization. Assist with executing library programmes and events. Assist library users with research materials and computer related information. Perform any task or duties which fall within the mission and vision of the Campus. Physical Requirements Candidate must be able to carry/lift heavy boxes of books bend low and reach high to shelve books, push a library cart.
- ENQUIRIES APPLICATIONS** : Ms ET Molopyane, Tel No (012) 319 5739
: Applications should be hand delivered at: The Department of Health - (GCON), SG Lourens Campus, Cnr Soutpansberg Road & Theodrehove, Pretoria, or post to SG Lourens Campus, P/Bag X755, Pretoria, 0001.
- NOTE** : The application must be accompanied by a fully completed new Z83 form and a detailed Curriculum Vitae (CV). Shortlisted candidates will be required to submit certified documents on or before the day of the interview. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Correspondence will be limited to shortlisted candidates. If you have not been contacted within 3 months of the closing date of this advertisement, please accept that your application was unsuccessful. No faxed or e-mailed applications will be accepted. Applicants will be subjected to a pre-employment Medical Surveillance, practical examination on MS Word and Excel and personnel suitability check (criminal record, citizenship, credit record checks, qualification verification; and employment verification). The employment decision shall be informed by the Employment Equity Plan of the Institution. It is the intention of the institution to promote equity (race, gender, and disability) through the filling of this post. Preference will be given to Coloured females, Indian males, and females. The institution reserves the right not to appoint.NB: Travelling and relocation costs will not be paid.
- CLOSING DATE** : 21 April 2023

POST 12/218 : **HANDYMAN REF: SMUHM/01/23**
Directorate: Procurement

SALARY : R181 599 per annum (plus benefits)
CENTRE : SMU Oral Health Centre
REQUIREMENTS : Grade 12 plus handyman Certificate or relevant qualification, proven experience in a mechanical workshop. A valid unexpired driver's licence C1. Knowledge of Occupational Health and Safety. Ability to solve problems. Ability to communicate effectively, 5-7 years' experience as a handyman in health environment

DUTIES : Carry out mechanical maintenance work in and around the institution. To ensure that all office appliances, hospital equipment is always properly fixed and function. Perform all carpentry work, plumbing and fixing of electric appliances. To carry out general inspection around the hospital to avoid casualties that may arise from sudden malfunctioning around the hospital. To attend to members of staff promptly when need arises.

ENQUIRIES : Mr B Makhubela Tel No: +12- 521- 4407
APPLICATIONS : Quote the relevant post number. Direct applications must be delivered to Human Resources Manager, Medunsa Oral Health Centre Human Resource Department, Room S521 Level 5 or posted to: Medunsa Oral Health Centre, Private Bag X848, Medunsa, 0204.

FOR ATTENTION : Ms Pretty Rangoato
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 will only be submitted by shortlisted candidates to HR on or before the day of the interview date Applications must be submitted timeously, applications received after closing date will not be accepted. Candidates will be expected to be available for selection interviews on the date and time and place determined by the Institution. Correspondence will be limited to shortlisted candidates only. If you have not heard from us within 3 months after closing date, please accept that your application has been unsuccessful. The Institution reserves the right not to make any appointment. Persons with disabilities are encouraged to apply. The level of the university academic appointment/position will be determined on an individual basis applicable to university criteria.

CLOSING DATE : 20 April 2023

POST 12/219 : **CLEANERS MUC/01/23**
Directorate: Cleaning Department

SALARY : R107 196 per annum (All Inclusive)
CENTRE : SMU Oral Health Centre
REQUIREMENTS : Grade 12 with 1-2 years cleaning experience. Ability to effectively use cleaning machines and materials. Cleaning experience in Public Health Sector will be an added advantage.

DUTIES : Cleaning of interior and exterior surroundings of the building. Dust, wash walls and windows, sweep, scrub and polish floors. Household for all boardrooms. Operate cleaning machines. Maintenance (proper cleaning daily after use) of cleaning equipment's. Remove medical and general waste from generation area to storage areas. Safe keeping and control of cleaning equipment's. Be prepared to rotate to different areas within the institution that requires cleaning. Adhere to Occupational health and safety and Infection Control Policies. Perform any other duties delegated by the Supervisor.

ENQUIRIES : Ms Rose Matjila Tel No: +12- 521- 4924
APPLICATIONS : Quote the relevant post number. Direct applications must be delivered to Human Resources Manager, Medunsa Oral Health Centre Human Resource Department, Room S521 Level 5 or posted to: Medunsa Oral Health Centre, Private Bag X848, Medunsa, 0204.

FOR ATTENTION : Ms Pretty Rangoato
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 will only be submitted by shortlisted candidates to HR on or before the day of the interview date Applications must be submitted timeously, applications received after closing date will not be accepted. Candidates will be expected to be available for selection interviews on the date and time and place determined by the Institution. Correspondence will be limited to shortlisted candidates

only. If you have not heard from us within 3 months after closing date, please accept that your application has been unsuccessful. The Institution reserves the right not to make any appointment. Persons with disabilities are encouraged to apply. The EPWPs and administrative interns are encouraged to apply

CLOSING DATE

: 20 April 2023