

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

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

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

ERRATUM: Kindly note that the advert for the Post of 17/358: Senior Administrative Officer: Support Services, Karl Bremer Hospital, Chief Directorate: Metro Health Services, Salary: R359 517 per annum advertised in the Public Service Vacancy 17 dated 19 May 2023 with reference number: Post 17/358, has been withdrawn

OTHER POSTS

POST 18/391 : **PSYCHOLOGIST (CLINICAL) GRADE 1 TO 3**
Central Karoo District

SALARY : Grade 1: R790 077 per annum
Grade 2: R918 630 per annum
Grade 3: R1063 611 per annum
(A portion of the package can be structured according to the individual's personal needs).

CENTRE REQUIREMENTS : Comprehensive Health Central Karoo, Beaufort West District Office
Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Psychologist in Clinical Psychology. Registration with a professional council: Registration with the Health Professions Council of South Africa with the HPCSA in the category: Clinical Psychologist (Independent Practice). Experience: **Grade 1:** None after registration with the HPCSA as a Psychologist in respect of RSA-qualified employees. 1-year relevant experience after registration with the HPCSA as a Psychologist in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** A Minimum of 8 years relevant experience after registration with the HPCSA as Psychologist in respect of RSA-qualified employees. Minimum of 9 years relevant experience after registration with the HPCSA as a Psychologist in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 3:** A Minimum of 16 years relevant experience after registration with the HPCSA as a Psychologist in respect of RSA-qualified employees. A Minimum of 17 years relevant experience after registration with the HPCSA as a Psychologist in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Inherent requirement of the job: Valid (Code B/EB) driver's licence. Willingness to travel in the sub-district/ district to consult clients and attend and conduct meetings and training sessions. Ability to communicate in at least two of the three official languages of the Western Cape. Availability to work after hours when required. Competencies (knowledge/skills): Knowledge and/or experience in counselling, psychometric assessments, and identification of mental health challenges. Work within your professional scope of practice and know when to refer for more specialized mental health interventions, must be abreast of the Mental Health Care Act and other laws and policies pertaining to the field, and have a sound knowledge of professional ethics. Computer literacy (i.e., MS Word, PowerPoint, and Excel). Good intra- and interpersonal skills aimed at professional relational development, maintenance of good professional relations, and effective conflict resolution. Adaptable and innovative in a high-pressure environment and to work independently and in different clinical settings.

DUTIES : 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.

- Include Suicide and Substance use disorders prevention. Inter-sectoral and inter-disciplinary collaboration and coordination. Provide supervision, mentoring, and support to lay health workers and Registered Counsellors, as part the sub-district and district mental health teams.
- ENQUIRIES APPLICATIONS** : Ms J Nel Tel No: (023) 414-3590
 Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
- NOTE CLOSING DATE** : No payment of any kind is required when applying for this post.
 19 June 2023
- POST 18/392** : **PSYCHOLOGIST (CLINICAL) GRADE 1 TO 3**
 West Coast District
- SALARY** : Grade 1: R790 077 per annum
 Grade 2: R918 630 per annum
 Grade 3: R1063 611 per annum
 (A portion of the package can be structured according to the individual's personal needs).
- CENTRE REQUIREMENTS** : Matzikama Sub-district
 Minimum educational qualification: Appropriate qualification that allows for registration as a Clinical Psychologist with the Health Professions Council of South Africa (HPCSA). Experience: **Grade 1:** None after registration with the HPCSA as a Psychologist in respect of RSA-qualified employees. 1-year relevant experience after registration with the HPCSA as a Psychologist in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** A Minimum of 8 years relevant experience after registration with the HPCSA as a Psychologist in respect of RSA-qualified employees. Minimum of 9 years relevant experience after registration with the HPCSA as a Psychologist in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 3:** A Minimum of 16 years relevant experience after registration with the HPCSA as a Psychologist in respect of RSA-qualified employees. A Minimum of 17 years relevant experience after registration with the HPCSA as a Psychologist in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Registration with a professional council: Registration with the Health Professions Council of South Africa in the category: Clinical Psychologist (Independent Practice). Inherent requirement of the job: Ability to communicate (written and verbal) in at least two of the three official languages of the Western Cape. Valid (Code B/EB) driver's license (manual). Willingness to travel. Competencies (knowledge/skills): Strong individual and group therapeutic skills. Experience in working with a multi-disciplinary team and with conducting support groups. Computer literacy in MS Office (Word, Excel, Outlook).
- DUTIES** : Responsible for the development and management of a comprehensive and effectively managed psychological service in the Sub-district. Effective provision of a psychological service at the PHC Clinics and in the Hospital. Teaching and training of general and mental health practitioners to deliver appropriate psychological interventions. Promote mental health to all service users in the Sub-district.
- ENQUIRIES APPLICATIONS** : Dr JE Eygelaar Tel No: (027) 213-4070
 The Manager: Medical Services, Vredendal Hospital, Private Bag X21, Vredendal, 8160.
- FOR ATTENTION NOTE** : Ms ME Tangayi
 Shortlisted candidates could be subjected to a competency test. No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirement may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the HPCSA and proof of payment of the prescribed registration fees to the Council are submitted if shortlisted, on the day of the interview. This is only applicable to professionals who apply for the first time for registration as a Psychologist.
- CLOSING DATE** : 19 June 2023
- POST 18/393** : **OPERATIONAL MANAGER NURSING (SPECIALTY: ICU)**
- SALARY** : R627 474 per annum

<u>CENTRE REQUIREMENTS</u>	:	Groote Schuur Hospital, Observatory
	:	Minimum educational qualification: Basic R425 qualification (i.e., diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post basic qualification with duration of at least one year, accredited with the SANC in Medical and Surgical Nursing Science: Critical Care Nursing: General in terms of R212. Experience: A minimum of 9 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience in a specific specialty after obtaining the 1-year post-basic qualification as mentioned above. Registration with a professional council: Registration with the SANC as a Professional Nurse. Inherent requirement of the job: Perform after-hour and weekend duties for the department and the hospital. Competencies (knowledge/skills): Principles of Management: Supervisory, problem solving, conflict resolution and interpersonal skills. Leadership, communication skills and computer literacy. Knowledge of Nursing legislation related legal and ethical nursing practices and framework. Labour relations legislation and relevant public sector policies and protocols. Human Resources and Financial Management, including computer literacy (i.e., MS Word, Excel, PowerPoint and Outlook). Extensive knowledge in General Nursing and the relevant Nursing Speciality.
<u>DUTIES</u>	:	Provide innovative leadership in the allocated area to realise the strategic goals and objectives of the Nursing Division. -Responsible for the co-ordination and delivery of quality nursing care within the relevant department. Participate in formulation, monitoring and implementation of policies, guidelines, standards, procedures and regulations pertaining to nursing care within the relevant Department. Provide effective support and management of human, material and financial resources, as well as Functional Business FBU management principles. Manage staff performance, training and personal development of self and subordinates including management of underperformance and grievances. Collect, provide and use relevant information for the enhancement of service delivery. Participate in and encourage nursing research.
<u>EQUIRIES APPLICATIONS</u>	:	Mrs R. Sutcliffe Tel No: (021) 404 2092
	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE CLOSING DATE</u>	:	No payment of any kind is required when applying for this post.
	:	19 June 2023
<u>POST 18/394</u>	:	<u>CLINICAL NURSE PRACTITIONER: GRADE 1 TO 2 (PRIMARY HEALTH CARE)</u> Overberg District
<u>SALARY</u>	:	Grade 1: R431 265 (PN-B1) per annum Grade 2: R528 696 (PN-B2) per annum
<u>CENTRE REQUIREMENTS</u>	:	Barrydale Clinic (Swellendam Sub-district)
	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as Professional Nurse and Midwife. A post-basic qualification with a duration of at least a 1-year Diploma in Clinical Nursing Science: Health Assessment, Treatment, and Care, accredited with SANC (R48). Registration with a professional council: Registration with the SANC as a Professional Nurse and Midwife. Experience: Grade 1: A Minimum of 4 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Grade 2: A Minimum of 14 years of appropriate/recognisable nursing experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirement of the job: Valid (Code B/EB) driver's license. Willing to travel and work extended hours. Competencies (knowledge/skills): Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks. Interpersonal skills including public relations, negotiating, conflict handling and counseling skills. Knowledge of information management.
<u>DUTIES</u>	:	Assess, diagnose and clinically manage patients and their families as per the scope of practice and in line with Departmental Clinical protocols and policies. Render an effective and comprehensive nursing treatment and care to patients.

		Provide continuous holistic and comprehensive nursing care, manage financial and administrative duties and manage human resources. Work as part of the multi-disciplinary team to ensure quality promotive, preventive, and curative Primary Health Care delivery. Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility.
<u>ENQUIRIES</u>	:	Ms GJ Van Der Westhuizen Tel No: (028) 514-8400
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	:	19 June 2023
<u>POST 18/395</u>	:	<u>ASSISTANT DIRECTOR: CORPORATE SERVICES (ADMINISTRATION MANAGER)</u> West Coast District
<u>SALARY</u>	:	R424 104 per annum
<u>CENTRE</u>	:	West Coast TB Complex (Sonstraal TB and Transitional Care, Infectious diseases hospital, Malmesbury)
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate 3-year national diploma or degree. Experience: Appropriate experience and knowledge of the management of support services with reference to people management, finance and supply chain management, and facility management and supervision. Inherent requirement of the job: Valid (code B/EB/C1) driver's licence. Willingness to work extra hours and be on standby. Good written and communication skills in at least two of the three official languages of the Western Cape. Competencies (knowledge/skills): Advanced computer literacy (MS Word, Excel). Strong leadership, managerial, organisational, strategic, operational, and contingency planning skills. Independent decision-making, problem-solving and interpersonal skills.
<u>DUTIES</u>	:	Efficient and effective strategic planning of the corporate services in the West Coast TB Complex (Infectious Disease Hospital and Sonstraal Hospital). Management of personnel administration, human resource development & training, disciplinary procedures, labour relations, recruitment and selection processes, and staff performance assessment. Finance and supply chain management. Management of hospital fees, admissions and medical records, and information management services. Effectively manages all facility-based support services and oversees maintenance requirements. Support to Medical Manager and management team.
<u>ENQUIRIES</u>	:	Dr J Cronjé Tel No: (021) 815-8330
<u>APPLICATIONS</u>	:	The Manager: Medical Services: West Coast District, Private Bag X15, Malmesbury, 7299.
<u>FOR ATTENTION</u>	:	Mr DA Pekeur
<u>NOTE</u>	:	No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	:	19 June 2023
<u>POST 18/396</u>	:	<u>SPEECH THERAPIST GRADE 1 TO 3</u> (12-Month Contract Post)
<u>SALARY</u>	:	R359 622 per annum
<u>CENTRE</u>	:	Tygerberg Hospital, Parow Valley
<u>REQUIREMENTS</u>	:	Minimum educational qualification Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Speech Language Therapist. Registration with a Professional Council: - Current registration with the HPCSA as a Speech-Language Therapist. Experience: Grade 1: None after registration with the HPCSA in the relevant profession in Speech Therapy (where applicable in respect of RSA-qualified employees. 1- year relevant experience after registration with the HPCSA in Speech Therapy in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Grade 2: A minimum of 10 years relevant experience after registration with the HPCSA in Speech Therapy in respect of SA-qualified employees. A minimum of 11 years relevant experience after registration with the HPCSA in Speech Therapy in respect of foreign employees, of whom it is not required to perform community service, as required in South Africa. Grade 3: A minimum of 20 years relevant experience after registration with the HPCSA in Speech Therapy

in respect of SA-qualified employees. A minimum of 21 years relevant experience after registration with the HPCSA in Speech Therapy in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa) Inherent requirement of the job: Excellent communication skills in at least two of the three official languages of the Western Cape. Competencies (knowledge/skills): organisational, leadership, and planning skills, as well as computer literacy. Good and sound knowledge of appropriate national and provincial legislation and policies. Ability to work independently and in a multi-disciplinary team.

DUTIES : Assist in managing physical resources within the department. Participate in student and staff training. Develop expertise in clinical areas. -Time management and prioritisation. Counselling of patients, carers, families and relevant stakeholders. -Provide input to service delivery protocols. Independent effective management of patient administration and record keeping. -Participate as a member of MDT in the management and rehabilitation of patients with communication and/or feeding and swallowing disorders. Liaising with role players regarding patient needs. -Assessment and management of adults and children with communication and/or feeding and swallowing disorders. Perform specialised diagnostic assessments (such as VFSS). -Effective speech therapy service delivery to in- and out-patients at a tertiary facility.

ENQUIRIES : Ms A Gaskin Tel No: (021) 938-5090

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

NOTE : Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview.

CLOSING DATE : 19 June 2023

POST 18/397 : **SENIOR ADMINISTRATIVE OFFICER: SUPPLY CHAIN MANAGEMENT**
Rural Health Services

SALARY : R359 517 per annum

CENTRE : George Regional Hospital

REQUIREMENTS : Minimum educational qualification: Appropriate 3-year Degree/National diploma. Experience: Appropriate experience in a Supply Chain Management Environment within a health environment, that focuses on the Key Performance Areas of the Post, procurement of goods and services, warehouse management, and asset management. Appropriate LOGIS and EPS experience. Appropriate supervisory experience. Inherent requirement of the job: Valid driver's licence. Good verbal and written communication skills in at least two of the three official languages of the Western Cape. Competencies (knowledge/skills): Appropriate knowledge of relevant financial prescripts, departmental policies, delegations, and procedures. An aptitude for working with financial figures and good organizational, managerial, and leadership skills. Appropriate knowledge and practical experience in LOGIS, ESL and Integrated Procurement Solutions (EPS), and Microsoft Office.

DUTIES : Responsible for the overall management of all Supply Chain Management functions and ensuring the effective and efficient application of procurement policies and processes, Demand, Acquisition, Contract, Logistics, Asset, and Disposal Management. Inventory control and warehouse management. System Management including ensuring system controller functions and approve duties on EPS. Accurate and timeous preparation of reports and assist with the compilation of the Annual and Interim Financial Statements. Manage all people management-related functions within the component. Support supervisor in executing the hospital's strategic objectives.

ENQUIRIES : Ms I Slabbert Tel No: (044) 802-4347

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

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

CLOSING DATE : 19 June 2023

- POST 18/398** : **SENIOR ADMINISTRATIVE OFFICER: FINANCE (SUNDRY CREDITORS)**
Rural Health Services
- SALARY** : R359 517 per annum
CENTRE : George Regional Hospital
REQUIREMENTS : Minimum educational qualification: Appropriate 3-year Degree/National diploma. Experience: Appropriate experience in a Supply Chain Management Environment within a health environment, that focuses on the Key Performance Areas of the Post, procurement of goods and services, warehouse management and asset management. Appropriate LOGIS and EPS experience. Appropriate supervisory experience. Inherent requirement of the job: Valid driver's licence. Good verbal and written communication skills in at least two of the three official languages of the Western Cape. Competencies (knowledge/skills): Appropriate knowledge of relevant financial prescripts, departmental policies, delegations and procedures. An aptitude for working with financial figures and good organizational, managerial and leadership skills. Appropriate knowledge and practical experience in LOGIS, ESL and Integrated Procurement Solutions (EPS) and Microsoft Office.
- DUTIES** : Responsible for overall management of all Supply Chain Management functions and ensure the effective and efficient application of procurement policies and processes, Demand, Acquisition, Contract, Logistics, Asset and Disposal Management. Inventory control and warehouse management. System Management including ensuring system controller functions and approver duties on EPS. Accurate and timeous preparation of reports and assist with the compilation of the Annual and Interim Financial Statements. Manage all people management-related functions within the component. Support supervisor in executing the hospital's strategic objectives.
- ENQUIRIES** : Ms I Slabbert Tel No: (044) 802-4347
APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
- NOTE** : No payment of any kind is required when applying for this post.
CLOSING DATE : 19 June 2023
- POST 18/399** : **SENIOR ADMINISTRATIVE OFFICER: HRD (INFORMATION MANAGEMENT AND STUDENT SUPPORT)**
Human Resource Development
- SALARY** : R359 517 per annum
CENTRE : Emergency Medical Services, College of Emergency Care
REQUIREMENTS : Minimum educational qualification: Appropriate 3-year Degree/National diploma. Experience: Appropriate experience in the management of educational and administrative information systems related to student support and administration. Computer-related studies. Inherent requirement of the job: Valid (Code B/EB) driver's licence. Ability to communicate effectively in at least two official languages of the Western Cape. Willingness to travel. Competencies (knowledge/skills): Excellent verbal and written communication skills. Proficient computer literacy (i.e., MS Word, Excel, PowerPoint). Good interpersonal and teamwork skills. Understanding of social media and marketing.
- DUTIES** : Support of College compliance with Council on Higher Education programme accreditation requirements. Provide effective and learner-centered information and library systems support. Maintain relevant and up-to-date information regarding college programmes through relevant social media. Ensure effective management and control of College IT assets and infrastructure.
- ENQUIRIES** : Mr R Cermak Tel No: (021) 938-4116
APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
- NOTE** : No payment of any kind is required when applying for this post.
CLOSING DATE : 19 June 2023
- POST 18/400** : **SENIOR ADMINISTRATIVE OFFICER: PEOPLE MANAGEMENT**
Chief Directorate Metro Health Services
- SALARY** : R359 517 per annum
CENTRE : Stikland Hospital
REQUIREMENTS : Minimum educational qualification: Appropriate 3-year Degree/National diploma. Experience: Appropriate Personnel Administration experience.

Appropriate PERSAL experience. Appropriate Supervisory Experience. Inherent requirement of the job: Good verbal and written communication skills in at least two of the three official languages of the Western Cape. Valid Driver's licence. Willingness to travel between institutions when required. Competencies (knowledge/skills): Ability to ensure compliance and identify irregularities in the application of human resource policies and practices and good facilitation, interpersonal and conflict management skills. -Knowledge of the Public Service Act and various OSDs, People Management Policies, Resolutions and Agreements. Computer literacy (Word, Excel, PowerPoint, Outlook, Teams and PERSAL system). Leadership, organization, creative problem-solving and decision-making skills and ability to create submissions and present findings of reports to meetings and to function independently and within a team context.

- DUTIES** : Adhere and correct application to all transversal personnel practices, policies, and procedures, including all employment practices, Conditions of Service and Terminations, Appointments, Pensions, PILIR, structuring of packages, SPMS, Establishment Administration, RWOEE, Commuted Overtime and Recruitment and Selection. Ensure People Management compliance and rectification of Auditor-General reports, as well as Internal Auditor reports. Manage and supervise the general staff office. Responsible for HR related statistics and the effective usage of PERSAL system. Give advice and support regarding Labour Relations to Institutional Management. Assist with monitoring and coordinating of Labour Relations functions at the Institution. Facilitate training at Institution.
- ENQUIRIES** : Mr C Solomons Tel No: (021) 940-4550.
- APPLICATIONS** : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
- NOTE** : No payment of any kind is required when applying for this post.
- CLOSING DATE** : 19 June 2023

POST 18/401 : **ARTISAN ASSISTANT**
West Coast District

- SALARY** : R171 537 per annum
- CENTRE** : Matzikama Sub-district, Vredendal Hospital
- REQUIREMENTS** : Minimum educational qualification: Grade 10 (or equivalent). Experience: Appropriate experience in building, air-conditioning, refrigeration, plumbing, painting, electrical, carpentry, maintenance and repairs. Appropriate experience in workshop related tasks. Inherent requirement of the job: Valid driver's licence. Valid (Code B/EB) driver's licence. Ability to do stand-by duties. Willingness to assist in all facilities in the Sub-district within the workshop set-up. Willingness to be on standby, work overtime and to work on weekends and public holidays. Ability to read, speak and write in at least two of the three official languages of the Western Cape. Ability to work in a team and individually. Competencies (knowledge/skills): Be conversant with the requirements of the Machinery and Occupational Health and Safety Act. Ability to operate industrial machinery and welding tasks as well as hand tools. Ability to handle heavy equipment, heights and narrow spaces.

- DUTIES** : Assist with the execution of engineering/projects/repairs and internal maintenance in regard of plumbing, carpentry, welding, electrical, glazing and building works and maintain buildings and equipment. Maintain, repair and cleaning of drains on a regular basis and maintain and repair general kitchen and laundry equipment. Strict adherence to the Occupational Health and Safety Act. Assist Artisans in the performance of their duties. Control over tools, equipment, material, and stock.

- ENQUIRIES** : Mr A Rossouw Tel No: (027) 213-2039
- APPLICATIONS** : The Manager: Medical Services, Vredendal Hospital, Kooperasie Street, Vredendal 8160.

- FOR ATTENTION** : Ms M Tangayi
- NOTE** : No payment of any kind is required when applying for this post. Shortlisted candidates may be required to do a competency test as part of the interview process.

- CLOSING DATE** : 19 June 2023

POST 18/402 : **STERILISATION OPERATOR PRODUCTION**
Cape Winelands Health District

- SALARY** : R147 036 per annum

CENTRE REQUIREMENTS : Robertson Hospital, Langeberg Sub-district
: Minimum educational qualification: General Education and Training Certificate (GETC)/Grade 9 (Standard 7). Experience: Experience and appropriate knowledge of Central Sterile and Supplies Department (CSSD) or Hazard Analysis and Critical Control Point (HACCP). Inherent requirement of the job: Valid driver's licence. Willingness to work shifts including weekends, public holidays and night duty as required. Good communication skills in at least two of the three official languages of the Western Cape. Competencies (knowledge/skills): Knowledge of the sterilisation process. Good interpersonal and numerical skills and the ability to work in a team environment and independently. Effective cleaning and packing abilities of heavy equipment and skilled/trained in decontamination and sterilisation.

DUTIES : Receive, collect, clean, control, pack, sterilize and distribute equipment, linen and instrument packs. Clean, control and test (biological and chemical) of all sterilization equipment. Order stock, assist with stock taking and report defects and losses. Do relief functions when needed and support Supervisors and colleagues. Maintain an effective document system on maintenance of equipment according to requirements set by Ideal Hospital Standards.

ENQUIRIES APPLICATIONS : Ms A Claassen Tel No: (023) 626-8500
: The Manager: Medical Services, Robertson Hospital, Private Bag x 617, Robertson,6705.

FOR ATTENTION NOTE : Ms T Padiachy
: No payment of any kind is required when applying for this post. Applicants might be subjected to a practical test.

CLOSING DATE : 19 June 2023

POST 18/403 : **CLEANER**
West Coast District

SALARY CENTRE REQUIREMENTS : R125 373 per annum
: Swartland Hospital, Swartland Sub-district
: Minimum educational qualification: Basic literacy and numeracy skills. Experience: Appropriate experience in cleaning hospitals or health environments. Inherent requirement of the job: Valid driver's licence. Communication skills in at least two of the three official languages of the Western Cape. Ability to lift/move heavy objects and work at heights requiring the use of a stepladder. Willingness to work shifts, public holidays, weekends, overtime, and night duty. Relief in other departments when necessary. Competencies (knowledge/skills): Good communication and interpersonal skills.

DUTIES : Renders effective, efficient, and safe hygiene and domestic services in Nursing Component. Renders support services to Household supervisor. Contributes to effective management of domestic responsibilities. Contributes to effective utilisation and functioning of apparatus and equipment. Adheres to loyal service ethics.

ENQUIRIES APPLICATIONS : Ms L Julius Tel No: (022) 487- 9304
: The Manager: Medical Services Swartland Hospital, Private Bag X02, Malmesbury,7300

FOR ATTENTION NOTE : Mr J Smit
: No payment of any kind is required when applying for this post.

CLOSING DATE : 19 June 2023