

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

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

- NOTE** : It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department. Kindly note that excess personnel will receive preference.
- POST 21/734** : **DIRECTOR: PEOPLE DEVELOPMENT**
Directorate: People Development
- SALARY** : R1 162 200 per annum, (A portion of the package can be structured according to the individual's personal needs).
- CENTRE** : Head Office, Cape Town
- REQUIREMENTS** : Minimum educational qualification: An appropriate undergraduate qualification (NQF level 7) in a Public Management/Human Resources or related field as recognized by SAQA with at least 6 years' experience at a middle/senior managerial level. Pre-entry Certificate for the Senior Management Services (Candidates not in possession of this entry requirement can still apply but are requested to register for the course and complete as such as no appointment can be made in the absence thereof. The course is available at the National School of Governance (NSG) under the name Certificate for entry into the SMS and the full details can be sourced by following link: <https://www.thensg.gov.za/trainingcourse/sms-pre-entry-programme/>. All costs associated hereof will be the responsibility of the applicant). Experience: Appropriate experience and proven track record in all major aspects of management within a people development/management environment. Inherent requirement of the job: Ability to communicate in at least two of the three official languages of the Western Cape. Valid driver's licence and willingness to travel. Competencies (knowledge/skills): Ability to provide a vision and set direction to meet the strategic objectives and inspire others to deliver the Chief Directorate's mandate. The ability to think strategically and analytically. Ability to set targets and to monitor, evaluate and adapt where necessary. Ability to manage projects with multiple stakeholders and to identify, successfully initiate and develop new projects. Knowledge of Public Service Regulatory Framework. Possesses public relations skills, negotiation and facilitation skills as well as presentation and public speaking skills. Open-minded and able to accommodate diverse views. Ability to respond fast, decisively, and appropriately to rapidly changing situation. Computer literate in MS Office and familiar with online tools for effective communication.
- DUTIES** : Facilitate and ensure the development, implementation, monitoring and evaluation of the People Development strategy. Ensure the development, implementation, monitoring and evaluation of the Workplace Skills Plan (WSP) by conducting skills audits, compiling the Departmental WSP. providing input to related strategic planning documentation and completion of quarterly and health annual training reports. Managing the placement of community service programmes interns for health professionals Plan and co-ordinate the implementation of the Expanded Public Works Programmes (EPWP). Ensure the facilitation and implementation of Generic People Development and Training Programmes. Facilitate the allocation and contract management of full-time and part-time bursaries for the Department. Facilitate the recruitment of learners for learnerships, various type of Internship programmes, Adult Education and Training courses. Facilitate and monitor the provision of leadership and management training. Facilitate the management of the People Development Centre (PDC) People Development Information Systems and e-Learning.
- ENQUIRIES** : Ms B Arries Tel No: (021) 483-3373
- 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** : 07 July 2023

OTHER POSTS

<u>POST 21/735</u>	:	<u>HEAD CLINICAL UNIT GRADE 1 (MEDICAL: PSYCHIATRY)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R1 887 363 per annum, A portion of the package can be structured according to the individual's personal needs.
<u>CENTRE</u>	:	Lentegeur Hospital and catchment area and ecosystems (This is a joint appointment with the University of Cape Town and the University of Stellenbosch)
<u>REQUIREMENTS</u>	:	Minimum educational qualification: An appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Specialist in Psychiatry. Registration with a professional council: Registration with (HPCSA) as a Medical Specialist in Psychiatry. Experience: A minimum of 3 years' appropriate experience as Medical Specialist after registration with the HPCSA as Medical Specialist in Psychiatry. Inherent requirement of the job: Valid (Code B/EB) driver's licence and willingness to travel to meet service needs. Willingness to work overtime. Fluency in at least two of the three official languages of the Western Cape. Competencies (knowledge/skills): Appropriate experience in teaching, training and supervision of students, Registrars and Medical Staff. Demonstrated experience of engagement at all levels of care. Appropriate experience in conducting and supervising research. Appropriate management experience of clinical services as well as supervisory experience. Recognised academic achievement and leadership as demonstrated in further qualifications, publication and teaching portfolio.
<u>DUTIES</u>	:	Plan, organise, lead and influence the catchment area ecosystems clinical and corporate governance. Lead and manage Clinical Service Delivery within the broader sphere of the delivery of effective healthcare services with the available resources as per the mandate and AOP for the Province and Lentegeur Psychiatric Hospital, and the Lentegeur Catchment Area. Assure Clinical Governance and Quality in the provision of safe and desired quality patient care as per quality assurance indicators, incorporating highest standards of service delivery, research and teaching (Psychiatric and MDT) in the LGH in the Lentegeur Catchment. Take custodianship of the development of an integrated academic supportive unit as defined by the regulations of the affiliated Universities regulations which oversees the provision of related teaching and research outputs; Conduct relevant research. Head the Clinical Psychiatric services of Lentegeur Hospital and provide clinical leadership to the Lentegeur Catchment (strategic planning, monitoring and evaluation) and supervisory management of the Department. Take responsibility for the development and maintenance of high quality, evidence-based psychiatric assessment, treatment, and rehabilitation programmes within the catchment area. Provide an effective psychiatric consultation service and outreach to the Lentegeur Hospital Catchment Areas/ Sub-districts. Be accountable to the CEO of Lentegeur Hospital for the performance of clinical services and the management of human and financial resources, as a Functional Business Unit Manager at the Hospital. Perform clinical and operational as required.
<u>ENQUIRIES</u>	:	Mr W Caesar Tel No: (021) 370-1401
<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>	:	07 July 2023
<u>POST 21/736</u>	:	<u>MEDICAL SPECIALIST GRADE 1 TO 3 (FAMILY MEDICINE)</u> Central Karoo District
<u>SALARY</u>	:	Grade 1: R1 214 805 per annum Grade 2: R1 386 069 per annum Grade 3: R1 605 330 per annum (A portion of the package can be structured according to the individual's personal needs) (It will be expected of the successful candidates to participate in a system of remunerated commuted overtime). Plus a non-pensionable rural allowance of 22% of basic salary
<u>CENTRE</u>	:	Beaufort-West Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Family Medicine. Registration with a professional council: Registration with the HPCSA as a Medical Specialist in Family Medicine.

Experience: **Grade 1:** None after registration with the HPCSA as Medical Specialist in Family Medicine. **Grade 2:** A minimum of 5 years' appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employees) as Medical Specialist in Family Medicine. **Grade 3:** A minimum of 10 years' appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employees) as Medical Specialist in Family Medicine. Inherent requirements of the job: Commuted overtime contract is compulsory, as well as ability to work after-hours. Valid (Code B/EB) driver's license, as well as willingness and ability to travel. Ability to (read, write and speak) in at least two of the three official languages of the Western Cape. Competencies (knowledge/skills): Knowledge of a public health approach to delivering integrated family medicine services. Ability to work in integrated multi-disciplinary teams across platforms. Clinical, leadership, administrative, teaching and mentoring skills. Computer literacy in MS Office mandatory. Creativity to develop new ideas which can result in positive changes to existing processes.

DUTIES : Specialist family medicine care to patients (all age groups) at Beaufort-West Hospital and at selected outreach sites in the Central Karoo district. Participate in clinical governance of a growing integrated district family medicine health service. Teaching and clinical supervision of junior and allied health practitioners, generalists and medical students within the Central Karoo District.

ENQUIRIES : Dr A Van Rooy Tel No: (023) 414-8200
APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")

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

CLOSING DATE : 07 July 2023

POST 21/737 : **MEDICAL SPECIALIST: GRADE 1 TO 3 (CARDIOTHORACIC SURGERY)**

SALARY : Grade 1: R1 214 805 per annum
 Grade 2: R1 386 069 per annum
 Grade 3: R1 605 330 per annum
 (A portion of the package can be structured according to the individual's personal needs). It will be expected of the successful candidate to participate in a system of remunerated commuted overtime.

CENTRE : Red Cross War Memorial Children's Hospital (RCWMCH), Rondebosch and University of Cape Town

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Cardiothoracic Surgery. Registration with a professional council: Registration with the HPCSA as Medical Specialist in Cardiothoracic Surgery. Experience: **Grade 1:** None after registration with the HPCSA as a Medical Specialist in Cardiothoracic Surgery. **Grade 2:** A minimum of 5 years' appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign-qualified employee) as a Medical Specialist in Cardiothoracic Surgery. **Grade 3:** A minimum of 10 years' appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign-qualified employee) as a Medical Specialist in Cardiothoracic Surgery. Inherent requirement of the job: Fluency in at least two of the three official languages of the Western Cape (English/Afrikaans/Xhosa). Valid Driver's Licence. Competencies (knowledge/skills): Extensive experience as the primary surgeon in all core operations in the field of Paediatric and complex Congenital Cardiothoracic Surgery such as Systemic-to-pulmonary Arterial Shunts, Neonatal Coarctation, Obstructed Total Anomalous Pulmonary Venous Drainage, Arterial Switch Operation, and emergency paediatric

thoracic procedures in keeping with a tertiary/quaternary level of service. Post-specialist qualification experience in all modern aspects of Paediatric Cardiothoracic Surgery. Capability in the clinical environment and able to manage people having good interpersonal skills. Competence in training junior surgeons and mentoring their academic careers. Ability to develop staff of quality and provide leadership with regards to issues of diversity, transformation, and equity.

- DUTIES** : The person appointed to this position will assume responsibility as an independent consultant in cardiothoracic surgery reporting to the Head of Clinical Unit at RCWMCH. Perform, or assist and train more junior staff in all paediatric cardiothoracic surgery procedures. Ensure the rational and cost-effective use of resources (including laboratory investigations, medication, consumables, and equipment. Conduct and supervise clinical research in conjunction with the Head of Clinical Unit and Head of Division.
- ENQUIRIES** : Prof T Pennel Tel No: (021) 404-5021, Email address: tim.pennel@uct.ac.za, Dr V Pillay Tel No: (021) 658-5788, Email address: vashini.pillay@westerncape.gov.za.
- APPLICATIONS** : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
- NOTE** : No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status).
- CLOSING DATE** : 07 July 2023
- POST 21/738** : **DEPUTY DIRECTOR: FINANCIAL MANAGER**
Chief Directorate: Rural Health Services
- SALARY** : R811 560 per annum, (A portion of the package can be structured according to the individual's personal needs.)
- CENTRE** : George Regional Hospital
- REQUIREMENTS** : Minimum educational qualification: Appropriate three-year National Diploma/Degree in Accounting or related field. Experience: Extensive experience in Supply Chain Management in a Health Care Environment. Appropriate and proven management experience, showing strong leadership, strategic and operational management skills. Inherent requirements of the job: Valid (code B/EB) driver's licence Excellent communication in at least two of the three official languages of the Western Cape. Competencies (knowledge/skills): Knowledge of relevant legislation and regulations, including PFMA, Accounting Officer's system, National and Provincial Treasury Regulations and Finance Instructions. Advanced computer skills using MS Excel, Word, and PowerPoint with the ability to understand and analyse statistical and financial information. Proven leadership skills, together with the ability to influence and motivate others to achieve targets and deadlines. Critical and innovative thinking, to solve problems to improve organisational performance. Ability to lead, innovate and drive improved Finance and Supply Chain Management.
- DUTIES** : Provide strategic management and leadership, as member of George Hospital senior management team. Ensure effective Supply Chain Management including, demand management, warehousing, finance, and asset management. Management of all aspects of Revenue, Patient Administration and Information Management Implement effective controls to ensure audit compliance and good governance. Provision of timely and accurate information required for strategic decision-making and financial control. Human resource management and planning. Contract Management. Preparation and reporting of financial statements.
- ENQUIRIES** : Mr M Vonk Tel No: (044) 805-4533
- 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** : 07 July 2023

<u>POST 21/739</u>	:	<u>CLINICAL PSYCHOLOGY (INTERN) (X23 POSTS)</u> (01 January 2024 until 31 December 2024) Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R645 129 per annum, (A portion of the package can be structured according to the individual's personal needs).
<u>CENTRE REQUIREMENTS</u>	:	Various Institutions Minimum educational qualification: Honours degree in Psychology. Successful completion of the theoretical part of the master's degree in clinical psychology. Registration with a professional council: Registration with the Health Professionals Council of South Africa (HPCSA) as a Clinical Psychology Student. Inherent requirement of the job: Registration with HPCSA as a Clinical Psychology Intern by 1 January 2024. -Ability to communicate effectively (verbal and written) in at least two of the three official languages of the Western Cape. Competencies (knowledge/skills): Achievement of training standards set by the HPCSA and SA Professional Board of Psychology. Ability to work accurately under pressure and maintain a high standard of professionalism. Good interpersonal and communication skills.
<u>DUTIES</u>	:	In- and outpatient clinical assessment, psychological treatment and formulating of psychiatric conditions in adults and children. Outreach and support to district and community health clinics. -Ward work will comprise of a range of psychiatric diagnoses, as well as medical wards, intellectual disability and forensic services. -Conducting psychometric assessments including comprehensive neuro-psychological, personality and developmental evaluations. -General and clinical administrative tasks. -Participation in the academic training program of the departments of Clinical Psychology.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms B Beukes Tel No: (021) 815-8749 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. Shortlisted candidate will be required to submit a comprehensive Curriculum Vitae; 3 referee reports and an Interim Supervisors' report; Identity Document, a Matric certificate, Academic transcripts and an HPCSA registration certificate as Psychology Student on the day of interview. All applicants should indicate their preference for these 3 available training sites: Training Site A (Groote Schuur, Red Cross Children's Memorial, Valkenberg and Alexander Hospital) Training Site B (Tygerberg and Stikland Hospital) Training Site C (Lentegeur Hospital). -Applicants may be placed at other institutions, depending on the availability of posts. The applicant should indicate their preference on the online application portal. All shortlisted candidates will be expected to submit a reflective task prior to the interview. Will be expected of successful candidates to provide their yearend final supervisor's report if you are selected to the Intern program. The interns will be exposed to different service areas, including community and district services. No payment of any kind is required when applying for this post. All short-listed candidates will be expected to submit a reflective task prior to the interview. It will be expected of successful candidates to provide your yearend final supervisor's report if you are selected to the Intern program.
<u>CLOSING DATE</u>	:	07 July 2023
<u>POST 21/740</u>	:	<u>OPERATIONAL MANAGER NURSING (SPECIALITY: MATERNITY) NIGHT DUTY</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R627 474 per annum
<u>CENTRE</u>	:	Mowbray Maternity Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post basic qualification with a duration of at least one year, accredited with SANC in Advance Midwifery and Neonatal Nursing Science. Registration with a professional council: Registration with the SANC as a Professional Nurse i.e., annual licensing receipt for 2023. Experience: A minimum of 9 years appropriate/recognizable experience in nursing after registration as a Professional Nurse. At least 5 years of the period referred to above must be appropriate/recognisable experience in the specific speciality after obtaining the 1-year post basic qualification in the relevant speciality. Inherent requirement of the job: Willingness to work shifts, weekends and public

holidays, on day and night duty when required Ability to effectively communicate in at least two of the three official languages of the Western Cape. Competencies (knowledge/skills): Knowledge and insight of relevant legislation and policy related to nursing within the Public sector. Ability to promote quality patient care through the setting, implementation and monitoring of standards. Ability to function independently as well as part of a multi-disciplinary team. Effective communication, interpersonal, leadership, decision making and conflict resolution skills. Good organisational skills and the ability to function under pressure. Computer literacy.

DUTIES : The appointed candidate will be responsible for the coordination and rendering of optimal, holistic and quality Perinatal and Neonatal Health care within standards and a professional / legal framework. Manage the utilization and supervision of all resources effectively. Coordinate the provision of training and research effectively. Provision of effective support to nursing services and hospital management. Maintain professional growth/ethical standards and self-development.

ENQUIRIES : Ms M Holland Tel No: (021) 659-5550
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 : 07 July 2023

POST 21/741 : **OPERATIONAL MANAGER NURSING (PRIMARY HEALTH CARE)**
 Garden Route District

SALARY : R627 474 per annum
CENTRE : Sedgefield Clinic, Knysna/Bitou Sub-district
REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwife. Post-basic qualification with duration of at least 1-year Diploma in Clinical Nursing Science: Health Assessment, Treatment and Care (R48), accredited with the SANC. Registration with a professional council: Registration with the SANC as Professional Nurse and Midwife. 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 after obtaining the 1-year post-basic qualification in Curative Skills in Primary Health Care (R48). Inherent requirement of the job: A valid (Code B/EB) driver's licence and willingness to travel. Competencies (knowledge/skills): Computer literacy (MS Office). Information Management with regard to PHC indicators. Quality Assurance knowledge. COPC Principles and implementation.

DUTIES : Effective integrated execution and management of all clinical programmes (i.e., Acute, Chronic, Woman- and Child Health and TB/HIV/AIDS/STI). Effective management of support services which includes: Information Management with regard to data collection, verification, report writing and submission of data. Human Resource Management i.e., supervision of staff, development and performance management, Finance and Supply Chain Management to ensure effective budgeting and control, control over infrastructure, maintenance and security. Liaise with relevant stakeholders. Effective communication with all levels of service delivery. Facilitation and implementation of COPC.

ENQUIRIES : Ms PM Peters Tel No: (044) 302-8400
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 : 07 July 2023

POST 21/742 : **PHARMACIST (INTERNSHIP) (X22 POSTS)**
 01 January 2024 until 31 December 2024

SALARY : R398 544 per annum, (A portion of the package can be structured according to the individual's personal needs.)

CENTRE : Various Institutions
REQUIREMENTS : Minimum educational qualification: Basic qualification accredited with the South African Pharmacy Council (SAPC) that allows registration with the SAPC

as a Pharmacist (Intern). Registration with a professional council: Registration with the South African Pharmacy Council (SAPC) as a Pharmacist (Intern). Competencies (knowledge/skills): Ability to communicate effectively (verbal and written) in at least two of the three official languages of the Western Cape. Ability to work accurately under pressure and maintain a high standard of professionalism. Computer literacy. Good interpersonal and communication skills. Knowledge of and ability to comply with applicable Pharmacy legislation, National and Provincial Health policies.

DUTIES : Adherence to policies, procedures and expenditure control. All duties will be performed under the direct supervision of a Pharmacist. Assist with the training, education and development of pharmacy staff and other health workers, and promotion of Public health. Effective medicine supply management to ensure the safe and reliable procurement, storage, control and distribution of quality pharmaceuticals. Leadership by demonstrating initiative in addressing problems. Provision of Pharmaceutical Care, including prescription evaluation, dispensing of medication and provision of information to ensure patient compliance and therapeutic success. Quality Management by demonstrating compliance with National Core Standards, Occupational Health & Safety control and good Pharmacy practices.

ENQUIRIES : IT enquiries: Mrs C Veldman Tel No: (021) 815 8839, e-mail address: Cindy.Veldman@westerncape.gov.za, Technical enquiries: Ms D Frieslaar, Tel No: (021) 483 6197, e-mail address: Denise.Frieslaar@westerncape.gov.za / Mr R Mitchell, Tel No: (021)483-2644, e-mail address: Ricardo.Mitchell@westerncape.gov.za

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

NOTE : No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). A comprehensive CV with referral letters from 3 referees. A cover letter which indicates 5 institutions of preference, but the applicant may be placed at other institutions depending on availability. If the applicant does not select 5 institutions their application will not be considered. Accommodation during internship will not be provided. All short-listed candidates will undergo a technical competency test. Certified copies of Matric Certificate, Identity Document, University academic record for the 3 years of study and South African Pharmacy Council (SAPC) student registration certificate. The interviews will take place via MS Teams.

CLOSING DATE : 07 July 2023

POST 21/743 : **PODIATRIST: GRADE 1 TO 3**

SALARY : Grade 1: R359 622 per annum
CENTRE : Groote Schuur Hospital, Observatory
REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Podiatrist (BSc Podiatry or equivalent). Registration with a Professional Council: Registration with the HPCSA as a Podiatrist. Inherent requirements. Willingness to work as an active member of a multidisciplinary team looking after people with diabetes as well as being able to integrate into the greater hospital team. Experience: **Grade 1:** None after registration with the HPCSA as a Podiatrist in respect of South African qualified employees. 1-year relevant experience after registration with the HPCSA in the relevant profession (where applicable) 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 as a Podiatrist in respect of South African qualified employees. A minimum of 11 years' relevant experience after registration with the HPCSA in the relevant profession (where applicable) 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 20 years' relevant experience after registration with the HPCSA as a Podiatrist in respect of South African qualified employees.

A minimum of 21 years' relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Competencies (Knowledge/Skills): Experience in dealing with foot problems in people with diabetes, as well as other diseases or problems affecting the feet. Knowledge of all principles of podiatric medicine, including a strong understanding and management of foot biomechanics. Good working knowledge to integrate into multiple medical disciplines requiring access to podiatric care such as vascular surgery, orthopaedics, dermatology and rheumatology. Sound working knowledge of basic and advanced wound care. Understanding of vascular medicine (willing to upskill in this area). The following specific skills are essential: Orthotic design, specifically digital orthotic design; Padding and strapping; Ability to use compression, where applicable; Use of doppler and Excellent hand techniques and skill in managing nail pathology, and debridement.

DUTIES : The management of foot problems in people with diabetes admitted to Groote Schuur Hospital or attending the Diabetes Centre at Groote Schuur Hospital. Participation in outreach activities. The management of foot problems related to other diseases. Support of primary level care clinics, district and secondary level hospitals for matters relating to foot problems, especially in people with diabetes. Training of students, nurses and doctors, including teaching on courses run by the Division of Endocrinology. Participation in audit and quality improvement research in the Division of Endocrinology. Attendance at, and regular contribution to, academic meetings of the Division of Endocrinology, and the Department of Medicine.

ENQUIRIES APPLICATIONS : Prof Joel Dave Tel No: 021 404 2135, Email: Chantal.stuart@uct.ac.za
: Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")

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

CLOSING DATE : 07 July 2023

POST 21/744 : **CHIEF INDUSTRIAL TECHNICIAN: GENERAL ENGINEERING**
Chief Directorate: Emergency and Clinical Support Service

SALARY CENTRE REQUIREMENTS : R359 517 per annum
: Forensic Pathology Services, Observatory Forensic Pathology Institute
: Minimum educational qualification: National Diploma in Mechanical or Mechatronics Engineering (T-stream) or (equivalent qualification). Experience: Appropriate experience in refrigeration, air conditioning and heavy current electrical systems. Appropriate experience of the repair and maintenance of electrical and mechanical equipment. Appropriate experience in automation and automated guided systems. Appropriate experience in managing, planning and organising maintenance schedules on equipment. Appropriate experience in building, maintenance and management systems. Inherent requirements of the job Valid (Code B/EB) driver's licence. Do standby duties and handle after-hour callouts. Good written and verbal communication skills in at least two of the three official languages of the Western Cape. Competencies (knowledge/skills): Ability and experience to fault-find and repair equipment, compile technical specifications for equipment and adhere to all legal requirements, protocols, and procedures. Computer literate (Excel, MS Word and Outlook). Computer and software skills with smart tech, such as automated guided systems comprising maintenance management systems.

DUTIES : Render a quality electrical, mechanical and building service to the institution. Administrative duties in a structured manner. Control of scheduled services to the institution. Provide and maintain technical backup and support to the institution. Involved in procurement, supply chain and contract management. Responsible for diagnosing, troubleshooting, repairing, and maintaining mechanical and electrical systems.

ENQUIRIES : Mr K R Jones Tel No: (021) 836-0968

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 : 07 July 2023

POST 21/745 : **ADMINISTRATIVE OFFICER: SUPPLY CHAIN MANAGEMENT**
West Coast District

SALARY : R294 321 per annum
CENTRE : Vredenburg Hospital
REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accountancy as a passed subject and/or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KPA's) of the post. Experience: Appropriate experience in a Supply Chain Management environment. Appropriate experience and skills in LOGIS, BAS and EPS/WCSEB. Inherent requirements of the job: Valid (Code B/EB) drivers' licence. Willingness to travel and work overtime. Competencies (knowledge/skills): Extensive knowledge and experience of Bas and LOGIS Reconciliations. Ability to work in a team context and motivate team members. Computer literacy and thorough knowledge of computer systems (LOGIS, SHAREPOINT, ESL, CLINICOM BAS and EPS). Knowledge of the Public Financial Management Act (PFMA), National and Provincial Treasury Regulations.

DUTIES : Effective and efficient management of procurement processes, Inventory control, warehouse management and Asset Management processes. Perform LOGIS system controller functions. Ensure audit compliance, as well as handle audit queries with regard to SCM. Accurate and timeous monthly reporting, as well as compilation of annual/interim financial statements. Responsible for inspections, support visits and training in Saldanha Sub District. Ensure sound labour practices are executed and implemented. Relieve and support to supervisor.

ENQUIRIES : Ms J Basson Tel No: (022) 709-7276
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 : 07 July 2023

POST 21/746 : **ARTISAN PRODUCTION: GRADE A TO C (AIR CONDITIONING AND REFRIGERATION)**

SALARY : Grade A: R220 533 per annum
Grade B: R258 753 per annum
Grade C: R 299 361 per annum

CENTRE : Tygerberg Hospital, Parow Valley
REQUIREMENTS : Minimum educational qualification: Appropriate Trade Test Certificate (Refrigeration). Experience: **Grade A:** No experience required. **Grade B:** At least 18 years appropriate/recognisable experience in the area after obtaining the relevant Trade Test Certificate. **Grade C:** At least 34 years appropriate/recognisable experience in the area after obtaining the relevant Trade Test Certificate. Inherent requirements of the job: Valid Code EB/EC drivers' licence. Perform standby duties and overtime as required. The ability to communicate in at least two of the three official languages of the Western Cape. Competencies (knowledge/skills): A practical working knowledge in the electrical field especially in the maintenance and repairs of air-conditioning and refrigeration. Keeping abreast with new techniques and materials. Knowledge of the Occupational Health and Safety Act. Demonstrable computer literacy in at least MS Word and Excel. Supervisory skills. Ability to write reports.

DUTIES : Perform routine and preventative inspections, maintenance repairs, maintain buildings. Assist to manage outsourced contracts and drawing up of minor contract specifications. Assist with the control of the workshop budget, stocktaking, ensure safekeeping and ordering of tools and materials. Assist with the Human resource management of staff, compilation of reports, statistics, and general administration. Assist with supervising the artisan assistant, tradesman aids and interns. Manage workshop and staff when needed, in the absence of a Foreman.

ENQUIRIES : Mr ID Fortuin Tel No: (021) 938-6504

- 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. Shortlisted candidates will be required to undergo a practical test.
- CLOSING DATE** : 07 July 2023
- POST 21/747** : **ADMINISTRATION CLERK: FINANCE/ADMIN**
Overberg District
- SALARY CENTRE REQUIREMENTS** : R202 233 per annum
Overberg District Office
Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accountancy as a passed subject and/or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KRA's) of the post. Experience: Appropriate experience. Inherent requirement of the job: Excellent communication skills (verbal and written) in at least two of the three official languages of the Western Cape. Competencies (knowledge/skills): Computer Literacy (MS Word and Excel). Good interpersonal relations, communication and organisational skills. Knowledge of the Public Financial Management Act (PFMA), National and Provincial Treasury Regulations.
- DUTIES** : Clearing Asset and Liabilities and Debt Account accounts transactions. Drawing and capturing of Journals. Capturing and processing of payments on receipt of invoice. Compliance to the PFMA, NTR's and Departmental Finance Instructions and circulars. Administer and control Petty Cash payments. Batching, filing and safekeeping of supporting documentation. All administration support, within Finance Component.
- ENQUIRIES APPLICATIONS** : Ms P Lamohr Tel No: (028) 214-5839
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.
07 July 2023
- POST 21/748** : **ADMINISTRATION CLERK: SUPPLY CHAIN MANAGEMENT (ASSET MANAGEMENT)**
West Coast District
- SALARY CENTRE REQUIREMENTS** : R202 233 per annum
Vredenburg Hospital, Saldanha Bay Sub-district
Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accountancy as a passed subject and/or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KRA's) of the post. Experience: Appropriate Asset Management experience. Inherent requirement of the job: Valid (Code B/EB) driver's licence and willingness to travel. Physically able to lift/move heavy objects and supplies. Ability to communicate in at least two of the three official languages of the Western Cape. Competencies (knowledge/skills): Computer literacy (MS Word and Excel). Sound theoretical and practical knowledge of policies regarding Financial and Supply Chain Management. Knowledge of Asset Management (LOGIS functions or Modules in LOGIS).
- DUTIES** : Maintain and update asset register. Procure assets and services on EPS. Ensure all transactions comply with the legislative requirements. Manage asset movement, inventory update, bar-coding and maintenance of equipment. Undertake Interim and Annual Financial Stock takes, reporting of losses, theft, shortages and surpluses as well as monthly reporting. Ensure disposals of assets pertaining to SCM policies and procedures.
- ENQUIRIES APPLICATIONS** : Ms JE Basson Tel No: (022) 709-7276
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.
07 July 2023
- POST 21/749** : **ADMINISTRATION CLERK: SUPPLY CHAIN MANAGEMENT (WAREHOUSE)**
Overberg District
- SALARY** : R202 233 per annum

CENTRE : Caledon Hospital

REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accountancy as a passed subject and/or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KRA's) of the post. Experience: Appropriate experience in Supply Chain Management, focusing on Warehousing on a computerised system. Inherent requirements of the job: Valid (Code B/EB) driver's licence. Willingness to rotate within Supply Chain Section and relieve colleagues. Physically able to handle stock. Good communication skills (written and verbal) in at least two of the three official languages of the Western Cape. Competencies (knowledge/skills): Sound knowledge of the Public Finance Management Act, National and Provincial Treasury Instructions and the Accounting Officer System. Knowledge and practical experience with the LOGIS system, Warehouse Management functions. Computer literacy (MS Excel and Word). Ability to work in a physically demanding environment.

DUTIES : Perform all Warehouse Management duties. Capture various documentation on the Supply Chain System (LOGIS) and filing of source documents. Conduct stock-taking and ad-hoc inspections. Complete monthly Inventory Reporting. Ensure compliance to all relevant laws and prescripts related to Supply Chain Management. Handle telephonic and written queries from suppliers and End Users. Perform relief duties as well as support to supervisor as required.

ENQUIRIES : Mr G Bucchianeri Tel No: (028) 814-3771

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

NOTE : No payment of any kind is required when applying for this post. Candidates may be subjected to a practical test.

CLOSING DATE : 07 July 2023

POST 21/750 : **ADMINISTRATION CLERK: SUPPORT (SUPPLY CHAIN MANAGEMENT) (WAREHOUSE) (X2 POSTS)**
West Coast District

SALARY : R202 233 per annum

CENTRE : Sonstraal Hospital

REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent) with mathematics and/or Accounting as a passed subject and/or Senior certificate (or equivalent) with experience/competencies that focus on the key performance areas of the post. Experience: Appropriate experience in Supply Chain Management, focusing on Procurement and warehousing on a computerised system. Inherent requirement of the job: Good communication skills (written and verbal) in at least two of the three official languages of the Western Cape. Valid (Code B/C1/EB) drivers' licence. Valid PDP (must be valid at the time of the closing of the post). Must be physically fit and able to load/unload heavy goods/equipment. Willingness to perform overtime duties. Competencies (knowledge/skills): Knowledge and or practical experience of the LOGIS System, Warehouse and Asset Management functions and functional experience in obtaining quotations on an electronic purchasing system (IPS). Computer literacy (MS Excel and Word). Ability to work in a physically demanding environment.

DUTIES : Perform all Warehouse Management duties. Capture various documentation on the Supply Chain Systems (LOGIS) and filing of source documents. Conduct stock-taking and ad-hoc inspections. Complete and submit monthly Inventory Reporting. Ensure compliance to all relevant laws and prescripts related to Supply Chain Management. Handle telephonic and written queries from suppliers and End Users Assist colleagues in Supply Chain Management component.

ENQUIRIES : Mr B Cornelissen Tel No: (022) 487-9289

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 : 07 July 2023

POST 21/751 : **ADMINISTRATION CLERK: FINANCE/ADMIN (INCOME/ADMISSIONS) (CASHIER)**
West Coast District

SALARY : R202 233 per annum

<u>CENTRE REQUIREMENTS</u>	:	Vredenburg Hospital
	:	Minimum educational qualification: Senior Certificate with Mathematics and/or Accountancy as passed subject or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Area's (KRA's) of post. Experience: Appropriate experience. Inherent requirement of the job: Ability to communicate in two of the three official languages of the Western Cape. Competencies (knowledge and skills): Knowledge of Clinicom/BAS systems. Good communications and interpersonal skills and able to work under pressure. Computer literacy (MS Word, Excel, Outlook (e-mail).
<u>DUTIES</u>	:	Clearing of Medscheme and Inter response Accounts. Capturing of receipts and deposit of state monies/ Banking of state monies. Compiling and capturing of all Bas transactions. Handling of face value forms. Support to Admissions and Fees department.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms DM Philander Tel No: (022) 709-7276
	:	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.
	:	07 July 2023
<u>POST 21/752</u>	:	<u>ADMINISTRATION CLERK: SUPPLY CHAIN MANAGEMENT (ORDER/BUYER)</u> West Coast District
<u>SALARY CENTRE REQUIREMENTS</u>	:	R202 233 per annum
	:	Sonstraal Hospital
	:	Minimum educational qualification: Senior Certificate (or equivalent) with mathematics and/or Accounting as a passed subject and/or Senior certificate (or equivalent) with experience/competencies that focus on the key performance areas of the post. Experience: Appropriate experience in Supply Chain Management, focusing on Procurement and warehousing on a computerised system Inherent requirement of the job: Written and verbal communication skills in at least two of the three official languages of the Western Cape. Valid (Code B/C1/EB) drivers' licence. Must be physically fit and able to load/unload heavy goods/equipment. Willingness to perform overtime duties. Competencies (knowledge/skills): Appropriate knowledge of public sector Supply Chain Management. Knowledge and experience of LOGIS and BAS. Ability to prepare figures and amounts. Computer literacy (Word and excel). Knowledge of Accounting Officers System and SCM delegations. Knowledge of the LOGIS (Logistical Information System) and EPS would be advantageous.
<u>DUTIES</u>	:	Obtain quotations for equipment or consumable items via an electronic procurement system. Place orders with companies using a material management system. Complete entries on the various procurement documents, registers and equipment purchasing schedules. Perform all necessary follow-ups with all stakeholders, promptly. Perform other tasks as provided by the supervisor of Supply Chain Management. Handle telephonic and written enquiries from suppliers (companies) and user departments. Ensure all transactions comply with the legislative requirements. Provide effective support to supervisor and colleagues.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr B Cornelissen Tel No: (022) 487-9289
	:	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.
	:	07 July 2023
<u>POST 21/753</u>	:	<u>ADMINISTRATION CLERK: WARDS (SUPPORT)</u> Garden Route District
<u>SALARY CENTRE REQUIREMENTS</u>	:	R202 233 per annum
	:	Oudtshoorn Hospital, Oudtshoorn and Kannaland Sub-district
	:	Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience and basic knowledge in office administration, financial and procurement administration. Inherent requirements of the job: Valid (Code B/EB) driver's licence. Willingness to relieve other wards clerks/office of the Nursing Manager and work above your normal hours when required. Willingness to work flexitime/shifts and on weekends. Good verbal, as well as written communication skills in at least two

- of the three official languages of the Western Cape. Competencies (knowledge/skills): Computer literate (MS Office package, e-mail, and internet). Ability to work under pressure and in a team environment.
- DUTIES** : The provision of an administrative system to manage the activities of the Operational Nursing Unit. Order and control stock and equipment to provide a safe environment to prevent safety hazards. Providing operational support to Nursing Unit Adhere to the code of conduct and display the core values of the Department of Health WCG in the execution of duties. Maintain self-development. Operate and ensure the office equipment is in good working order e.g., fax machine, copiers and projectors.
- ENQUIRIES** : Ms PJ Cornelissen Tel No: (044) 203-7203
- APPLICATIONS** : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
- NOTE** : No payment of any kind is required when applying for this post. Candidates may be subjected to a practical test.
- CLOSING DATE** : 07 July 2023
- POST 21/754** : **SOCIAL AUXILIARY WORKER: GRADE 1 TO 3**
West Coast District
- SALARY** : Grade 1: R174 702 per annum
Grade 2: R205 770 per annum
Grade 3: R244 443 per annum
- CENTRE** : Sonstraal Hospital
- REQUIREMENTS** : Minimum educational qualification: Appropriate qualification that allows registration with the South African Council for Social Services Professions (SACSSP) as Social Auxiliary Worker. Registration with a professional council: Registration with the SACSSP as a Social Auxiliary Worker. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years appropriate experience as Social Auxiliary Worker after registration with the SACSSP or No experience as Social Auxiliary Worker after registration with the SACSSP and successful completion of 2nd academic year of an appropriate tertiary qualification that allows for registration as a Social Worker with the SACSSP. **Grade 3:** A minimum of 20 years appropriate experience as Social Auxiliary Worker after registration with the SACSSP or 10 years' experience after registration as Social Auxiliary Worker with SACSSP and successful completion of 2nd academic year of an appropriate tertiary qualification that allows for registration as Social Worker with the SACSSP or No experience after registration as Social Auxiliary Worker with the SACSSP and successful completion of 3rd academic year of an appropriate tertiary qualification that allows for registration as a Social Worker with the SACSSP. Inherent requirement of the job: Ability to communicate effectively in at least two of the three official languages of the Western Cape. Competencies (knowledge/skills): Skills and knowledge of working within a hospital/medical setting and skills in psycho-social assessments. Skills and knowledge of substance use and grief management. Sound knowledge of relevant community resources and computer literacy. Good interpersonal, written and communication skills.
- DUTIES** : Undertake psychosocial assessments, refer to appropriate resources, care plan for patients. Maintain all administrative functions on work undertaken. Undertake telephonic enquiries and patient follow up. Provide appropriate feedback to multi-disciplinary team. Undertake training as required. Facilitate and participate in educational and awareness programmes.
- ENQUIRIES** : Ms IE Cilliers Tel No: (021) 815-8332
- APPLICATIONS** : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
- NOTE** : No payment of any kind is required when applying for this post. "Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted with their job application/ on appointment".
- CLOSING DATE** : 07 July 2023
- POST 21/755** : **FOOD SERVICES SUPERVISOR**
West Coast District
- SALARY** : R171 537 per annum

CENTRE REQUIREMENTS : Citrusdal Hospital
: Minimum educational qualification: Grade 9 (Std. 7) / General Education and Training Certificate (GETC). Experience: Appropriate catering and food services experience in an industrial Food Service unit. Inherent requirement of the job: Ability to work shifts, including weekends and public holidays. Valid code EB driver's licence. Ability to communicate effectively (verbal and written) in at least two of the three official languages of the Western Cape. Competencies (knowledge/skills): Computer literacy (MS Word and Excel). Knowledge of hygiene and safety procedures. The incumbent must be able to work independently and under pressure. Knowledge and skills of procurement practices. Report writing and numerical skills.

DUTIES : Supervision of operational requirements within food service unit. Responsible for ensuring quality control and risk management. Responsible for the human resources function in relation to the food service component. Assist with the finance aspects relating to the food services component. In house training of food services team in all aspects relating to daily tasks.

ENQUIRIES APPLICATIONS : Mr SP Cupido Tel No: (022) 921-2153
: To the Manager: Medical Services, Citrusdal Hospital, Private Bag X14, Citrusdal, 7340.

FOR ATTENTION NOTE CLOSING DATE : Mr SP Cupido
: No payment of any kind is required when applying for this post.
: 07 July 2023

POST 21/756 : **GENERAL WORKER STORES**
West Coast District

SALARY CENTRE REQUIREMENTS : R125 373 per annum
: Sonstraal Hospital
: Minimum requirement: Basic literacy and numeracy skills. Experience: Appropriate experience in a Stores environment. Appropriate experience of transporting goods. Inherent requirement of the job: Valid (Code B/C1/EB) drivers' licence. Valid PDP (must be valid at the time of the closing of the post). Must be physically fit and able to load/unload heavy goods/equipment. Willingness to do standby for the transporting of store stock after hours (weekends and public holidays). Ability to communicate effectively (verbal and written) in at least two of the three official languages of the Western Cape. Competencies (knowledge/skills): Good interpersonal and communication skills. Ability to work independently and in a team. Ability to work in a physically demanding environment.

DUTIES : Assist Warehouse Clerk with the handling of stock. Receive and issue goods. Deliver store stock to end-users. Rotate store stock (first in, first out). Perform certain messenger duties within the hospital environment when required. Clean various stores and non-storage areas within the main stores. Assist in other Stores when required. Assist Supervisor with ad-hoc tasks.

ENQUIRIES APPLICATIONS FOR ATTENTION NOTE CLOSING DATE : Mr B Cornelissen Tel No: (022) 487-9289
: The Director: West Coast District Office, Private Bag X15, Malmesbury, 7299.
: Mr D Pekeur
: No payment of any kind is required when applying for this post.
: 07 July 2023

POST 21/757 : **CLEANER**
Chief Directorate: Metro Health Services

SALARY CENTRE REQUIREMENTS : R125 373 per annum
: Kraaifontein Community Health Centre
: Minimum requirement: Basic numeracy and literacy. ABET (be able to read and write). Experience: Appropriate cleaning experience in a Health facility and Hospital environment. Inherent requirements of the job: Ability to operate machinery and equipment. Ability to lift/move heavy equipment and supplies. Must be willing to render a shift service on weekends, public holidays, day and night duties; and rotate in different departments according to operational needs and requirements. Good communication skills (read, speak and write) in at least two of the three languages of the Western Cape. Competencies (knowledge/skills): Ability to work effectively in a team, independently and unsupervised, to accept accountability and responsibility. Able to handle conflict and the ability to work under pressure.

DUTIES : General cleaning and maintenance (dusting, sweeping, polishing, scrubbing and mopping, cleaning windows and walls). Ensure that cleaning equipment e.g., polisher and scrubbing machines, mops, brooms and buckets are clean after usage and securely stored. Effective use of cleansing agents and stock as well as elementary stock control. Provide clean linen for hospital and manage clean and soiled linen. Responsible for general hygienic and safe environment in terms of standards and procedures to prevent injuries and the spread of infection. Attend training sessions where applicable.

ENQUIRIES : Ms V Liebenberg Tel No: (021) 987-0080
APPLICATIONS : The People Management Manager: Northern/Tygerberg Sub-structure Office, Bellville Health Park, Karl Bremer Hospital Precinct, Private Bag X1, Bellville, 7535.

FOR ATTENTION : Mr C Davids
NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 07 July 2023

POST 21/758 : **CLEANER (X2 POSTS)**
West Coast District

SALARY : R125 373 per annum
CENTRE : Louwville (X1 Post)
Laingville Clinics (X1 Post)

REQUIREMENTS : Minimum requirement: Basic numeracy and literacy. Experience: Appropriate Cleaning experience. Inherent requirements of the job: Physically able to lift/move heavy objects and supplies. Ability to operate machinery and equipment. Excellent communication skills (verbal and written) in at least two of the three official languages in the Western Cape. Competencies (knowledge/skills): Good interpersonal skills. Knowledge of the correct methods of handling and disposal of refuse, waste products and adherence to policy and cleaning practices.

DUTIES : General cleaning and maintenance (sweep, scrub, refuse removal, dust, mop, polish, clean clinic grounds, clean windows and walls). Effective and efficient utilization and storage of cleaning material and equipment. Adhering to safety precautions and ensure adherence to occupational health and safety policies. Support Waste management Maintain a high standard of neatness and hygiene in the facility. Optimal support to Operational manager and colleagues.

ENQUIRIES : Ms AR Louw Tel No: (022) 709-5066
APPLICATIONS : The Manager: Medical Services, Vredenburg Hospital, Private Bag X3, Vredenburg, 7380.

FOR ATTENTION : Ms DI Links
NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 07 July 2023