

**PROVINCIAL ADMINISTRATION: GAUTENG
DEPARTMENT OF HEALTH**

ERRATUM: Kindly note that the following post (**for Cullinan Care & Rehabilitation Centre**) was advertised in Public Service Vacancy Circular 42 dated 18 November 2023, The Requirements have been amended as follows: Deputy Manager: Nursing PN-A8 with Ref No: CCRC/DPN/11/2023: A basic qualification accredited with the SANC in terms of Government Notice R425 (i.e. Diploma/ Degree in nursing) or equivalent qualification that allows registration with SANC as a Professional Nurse. Degree and post graduate qualification in Administration, Education and Management will be an added advantage. A minimum of 9 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. At least 4 years of the period referred to above must be appropriate experience at Assistant Manager level or above. Computer literacy and Driver's license essential. Applicants must be able to work under pressure. Understanding the application of the relevant statutes and policies governing Public Service, nursing profession and corporate governance. In-depth knowledge and understanding of the implementation of the National Strategic Plan for Nurse Education, Training and Practice 2012/13 – 2016/17. Knowledge and skills: have strong leadership skills, good verbal and written communication skills, sound interpersonal skills, project management skills, financial and human resources management skills. Ability to work independently and in a multidisciplinary context. Analytic thinking, independent decision making and problem-solving skills. Understanding of Performance Management and Development System. Understanding of Strategic Planning. Knowledge of PFMA and Treasury Regulations. Understanding the Application of Batho Pele Principles, Patient's Rights Charter, and Quality Assurance system. Understanding of managing workplace discipline, well developed communication, presentation, negotiations, and research skills. Understanding of hospital indicators. The closing date has been extended to 08 December 2023.

Kindly note that the following post (**For Kalafong Provincial Tertiary Hospital**) of Professional Nurse Specialty (PNB 1- 2) Accident & Emergency ,Theater, Trauma, Advanced Midwifery, Child Nursing Science/Critical Care And Neonatal, Orthopaedics) (X13 Posts) that was advertised in Public Service Vacancy Circular 41 dated 10 November 2023, the correct departments are: Accident & Emergency, Theater Trauma, Advanced Midwifery, Child Nursing Science/Critical Care And Neonatology, Orthopaedics .The closing date has been extended to 01 December 2023.

OTHER POSTS

<u>POST 43/44</u>	:	<u>MEDICAL SPECIALIST PSYCHIATRIST POST GRADE 1 REF NO: SPEPSYCH/SRH/11/23</u> Directorate: Clinical: Medical Department
<u>SALARY CENTRE REQUIREMENTS</u>	:	R1 214 805 per annum, (inclusive package) South Rand Hospital Appropriate qualification (Degree) that allows registration with the Health Professional Council of South Africa (HPCSA) as an Independent Psychiatrist (FC Psych or MMed Psychiatry and current Registration with HPCSA as Specialist Psychiatrist)
<u>DUTIES</u>	:	To provide safe, ethical and high quality care through the development of standards, audits and risk management in the Psychiatry Unit. Provide expert advice and clinical support to the clinical staff in the Psychiatry Unit. Active participation in quality improvement programs including clinical audits and continuous professional development activities. Assist with the setting of protocols for management of Psychiatric patients. Attend administrative matters as it pertains to the unit. Empower in a respectful manner the medical and nursing staff through evidence based best practice. Attend to meetings and workshops as needed. Comply with all legal prescripts of the Mental Health Act, legislatives,

policies, circulars, procedures, guidelines and code of conduct for public service. Implement quality assurance processes and evaluate compliance to the Ideal Hospital Framework. Adhere to correct channels of communication as per hospital organogram. Maintain clinical, professional and ethical standards. Assist the Clinical Manager and hospital management with the development and implementation of guidelines, protocols and clinical audits as needed to optimize patient care in wards and outpatient.

- ENQUIRIES** : Dr ME Letwaba Clinical Manager Tel No: (011) 681 2000/8
- APPLICATIONS** : Applications must be hand delivered at South Rand District Hospital, Friars Hill Road, Rosettenville, 1st Floor application box, or emailed to Recruitment1.Soutrand@gauteng.gov.za
- NOTE** : New Z83 form obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The completed and signed Z83 form should be accompanied by a recently updated CV specifying all experiences indicating the respective dates (DD/MM/YY) as well as indicating three references with the following information: name and contact numbers, email address and an indication of the capacity in which the reference is known to the candidate. The relevant reference must be quoted in the application form. Copies of your qualifications and Identity document do not need to be attached. Only shortlisted candidates will be required to submit certified copies of your qualifications and Identity documents on or before the interview date following communication from HR. In terms of the National Qualifications Framework Amendment Act 2019, it is an offence for any person to falsely or fraudulently claim to hold a qualification. Any person found to be misrepresenting their qualifications, work experience or facts in their CV will be disqualified. People with disabilities are encouraged to apply. The Hospital reserves a right to fill or not fill the post. Successful candidates will undergo a medical screening and will be expected to do verifications which entails reference checks, identity verification, qualifications verification, criminal records check as well as a credit/ financial stability checks.
- CLOSING DATE** : 08 December 2023
- POST 43/45** : **MEDICAL OFFICER GRADE 1-3 REF NO: MEDOFFICER/SRH/11/23**
- SALARY** : R906 540 - R1 197 150 per annum, (inclusive package)
- CENTRE** : South Rand Hospital
- REQUIREMENTS** : Appropriate qualification (Degree) that allows registration with the Health Professional Council of South Africa (HPCSA) as an Independent Medical Practitioner. **Grade 1:** None experience after registration with HPCSA as a Medical Practitioner. **Grade 2:** A minimum of 5 years' appropriate experience as a Medical Practitioner after registration with HPCSA as a Medical Practitioner. **Grade 3:** A minimum of 10 years' appropriate experience as a Medical Practitioner after registration with HPCSA as a Medical Practitioner.
- DUTIES** : The incumbent will be responsible to provide safe, ethical and high quality healthcare and treatment to patients at South Rand Hospital. The incumbent will be responsible to ensure effective and efficient services to contribute to optimal patient care. Participating in all activities relating to medical services in relation to teaching and research. Participating in departmental audit activities, preparing and writing of reports. Supervising junior doctors (undergraduate students, interns and community service doctors). Improve quality of care by providing appropriate clinical care and also participating in multi-disciplinary team. Perform all the administrative functions required, give feedback and monthly reports to the Clinical Manager. Assist with ongoing staff development and facilitate student training. Engage in meetings with other disciplines and ensure that they are informed about medical practices. Implement quality assurance processes and evaluate compliance to the Ideal Hospital Framework. Actively take part in hospital activities and committees. The officer may be allocated by the Clinical Manager to any medical discipline depending on the operational requirement.
- ENQUIRIES** : Dr ME Letwaba Clinical Manager Tel No: (011) 681 2000/8
- APPLICATIONS** : Applications must be hand delivered at South Rand District Hospital, Friars Hill Road, Rosettenville, 1st Floor application box, or emailed to Recruitment1.Soutrand@gauteng.gov.za

- NOTE** : New Z83 form obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The completed and signed Z83 form should be accompanied by a recently updated CV specifying all experiences indicating the respective dates (DD/MM/YY) as well as indicating three references with the following information: name and contact numbers, email address and an indication of the capacity in which the reference is known to the candidate. The relevant reference must be quoted in the application form. Copies of your qualifications and Identity document do not need to be attached. Only shortlisted candidates will be required to submit certified copies of your qualifications and Identity documents on or before the interview date following communication from HR. In terms of the National Qualifications Framework Amendment Act 2019, it is an offence for any person to falsely or fraudulently claim to hold a qualification. Any person found to be misrepresenting their qualifications, work experience or facts in their CV will be disqualified. People with disabilities are encouraged to apply. The Hospital reserves a right to fill or not fill the post. Successful candidates will undergo a medical screening and will be expected to do verifications which entails reference checks, identity verification, qualifications verification, criminal records check as well as a credit/financial stability checks.
- CLOSING DATE** : 08 December 2023
- POST 43/46** : **MEDICAL REGISTRAR (DERMATOLOGY) REF NO: REFS/019341**
Directorate: Internal Medicine
- SALARY** : R906 540 per annum, (all-inclusive package). Please note that the salary will be adjusted according to years of experience as per OSD policy.
- CENTRE** : Charlotte Maxeke Johannesburg Academic Hospital
- REQUIREMENTS** : Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Registrar. Registration with the HPCSA as a Medical Registrar. No experience required after registration with HPCSA as a Medical Registrar. The following will be added advantages: Preference will be given to candidates with experience in Internal Medicine, Rheumatology, Allergy and Immunology. Applicants with a strong focus in research and teaching and independent practice with HPCSA will be given preference. Essential Skills: Patient first mentality; General management skills; Excellent communication skills; Good professional judgment; Integrity and professional dependability; Leadership experience; Conflict management; Cost-containment; Management training and experience; Technology and computer skills; Problem-solving experience; Coaching and mentoring experience. Academic: Participation in the academic duties of the Wits Internal Medicine and Dermatology Department and related Departments/Sub Specialties. Performance of research within the department. Completion of a MMED report and courses as prescribed to by WITS University. Registration with WITS University for an MMED is mandatory. Training and supervision of fellow Registrars, Medical Officers, Medical Interns and medical students including tutorials, teaching ward rounds and skills development. The desired candidate will also be required to provide medical support and guidance to nursing staff.
- DUTIES** : As a Medical Registrar, the candidate will be responsible for the clinical management of general dermatological related. The incumbent will be required to lead, to be an active participant in academic, service delivery and research and teaching. Will be required to do daily clinics, consults, attend multidisciplinary meetings. This is cluster-based appointment and also a joint appointment onto the Wits University Dermatology registrar circuit. As a Registrar, the incumbent will be required to supervise fellow Registrars, Medical Officers, Intern Doctors and students in patient care and the performance of diagnostic and therapeutic procedures. Other clinical duties will include overtime in Dermatology and or Internal Medicine at the cluster hospital complex. Rotation on the circuit will be mandatory. The desired candidate will be required to set an appropriate example of an exemplary Medical Practitioner and serve as a role model and clinical mentor to junior doctors and associated clinical staff.
- ENQUIRIES** : Prof. AD Mahomed Tel No: (011) 488 3654
Ms MP Rapetswa Tel No: (011) 488 3711

- APPLICATIONS** : Applications should be submitted on a (PDF Format only) to the following email-address: Medicalhr.Cmjah@gauteng.gov.za. Only online application will be considered. Please use the reference as the subject.
- NOTE** : The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialed and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) –Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. Coloured Males, Coloured Females, Indian Males and Indian Females, African Males and African Females are encouraged to apply.
- CLOSING DATE** : 08 December 2023
- POST 43/47** : **REGISTRAR(MEDICAL) REF NO: EHD2023/12/02**
Directorate: Family Medicine
- SALARY** : R906 540 – R947 046 per annum, (all-inclusive remunerative package)
- CENTRE** : Ekurhuleni Health District
- REQUIREMENTS** : Grade 12 with appropriate qualification that allows registration with the HPCSA as a Medical Practitioner. Must be a South African citizen. At least one-year experience as a Medical Officer post-community service preferably in primary care setting.
- DUTIES** : The incumbent's responsibilities include providing medical care including interviewing, investigating, diagnosing, and managing patients. Rotate through all service points in the service and training platforms – clinics, hospitals, community-based services and community-oriented primary care platforms in district and WITS. Participate in all clinical, academic, and professional activities of the family medicine discipline, including teaching and research, clinical audits, preparing and writing of reports, liaison and communication services and community liaison. Supervise undergraduate students, interns, community service doctors and medical officers. Reduce medical litigation by exercising good clinical ethos and implementing and monitoring adherence to National Core Standards (norms and standards). Ensure that record keeping is done for all clinical work and complete medico-legal documents timeously e.g., Sick notes, admission discharges and death certificate. Attend relevant clinical, administrative, and academic meetings such as mortality and morbidity review, and near-miss meetings, departmental meetings, journal clubs, case presentations, lectures, and ward rounds, both at the district and at Wits (as necessary). Participate in the multidisciplinary healthcare teams for the management of patients. Participation in the Commuted overtime by rendering after-hour (night, weekend, and public holiday) duties is compulsory.

- ENQUIRIES** : Dr S Agbo -District Family physician Tel No: (011) 878 8548
- APPLICATIONS** : Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 or posted to The Human Resource Manager, Private Bag X1005, Germiston 1400.
- NOTE** : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicant should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration. Registrars will be based in the district training platforms and jointly appointed between Ekurhuleni Health district/ Gauteng Provincial Government and the University of the Witwatersrand (WITS). This joint contract post is for a maximum duration of four (4) years training and continuation in the post is subject to satisfactory academic progression and good clinical/ethical/professional standings on the clinical training platforms, as periodically determined by the clinical platforms in the districts and the Department of Family medicine and primary care, WITS. A registrar will exit post at end of four years or when unable to demonstrate satisfactory academic progress. Exit from either component of the joint post, automatically translates to exit from both. No S&T claims and resettlement allowance will be paid.
- CLOSING DATE** : 08 December 2023
- POST 43/48** : **DENTIST GRADE 1/2/3 REF NO: DENTOMP11/23**
Directorate: Oral Maxillofacial Pathology
- SALARY** : Grade 1: R880 521 per annum, (all-inclusive salary package), (excluding commuted overtime)
Grade 2: R1 034 373 per annum, (all-inclusive salary package), (excluding commuted overtime)
Grade 3: R1 197 150 per annum, (all-inclusive salary package), (excluding commuted overtime)
- CENTRE** : Wits Oral Health Centre
- REQUIREMENTS** : Registration with HPCSA as a Dentist in the category of independent practice. Post community service experience as a Dentist preferably with exposure to undergraduate teaching and training. Applicants must have proven interest in Oral and Maxillofacial Pathology, be registered for or hold an MSc Dent Degree/equivalent or postgraduate qualification in Oral and Maxillofacial Pathology.
- DUTIES** : Dentist will be responsible for clinical service rendering including extended clinical platforms, teaching and training, conduct research and participate in all departmental activities and related administration. Ability to perform under pressure and meet deadlines. Incumbent will also be expected to participate in relevant committees, as and when necessary.
- ENQUIRIES** : Dr SP Ngwenya: Sizakele.Ngwenya@wits.ac.za
HCD: Oral Maxillofacial Pathology
- APPLICATIONS** : New Z83 applications must be send to Wits Oral Health Centre, Private Bag X15, Braamfontein, 2017. Direct applications must be delivered to Wits Oral Health Centre, c/o Charlotte Maxeke Johannesburg Academic Hospital, Area 255 Block 2 (Yellow Block), Parktown. No faxed applications will be accepted.

- NOTE** : The application must include only completed and signed new Z83 Form, obtainable from any Public Service Department or on the DPSA web site link: <https://www.dpsa.gov.za/newsroom/psvc/> and a detailed Curriculum Vitae with names, contact number and e-mail addresses of three recent (3) referees. Certified copies of Identity Document, Grade 12 Certificate and the highest required qualifications as well as and current proof of HPCSA where necessary, will only be submitted by shortlisted candidates to Human Resources on or before the day of the interview date. Failure to do so will result in your application being disqualified. Foreign qualifications must be accompanied by an evaluation report issued by SAQA. Applications received after the closing date will not be accepted. Please note that correspondence will only be entered into with short-listed candidates. The employer reserves the right not to fill a position.
- CLOSING DATE** : 08 December 2023
- POST 43/49** : **CLINICAL PSYCHOLOGIST GRADE 1 – GRADE 3 (RE-ADVERTISEMENT)**
REFERENCE NUMBER: EHD2023/12/03
Directorate: Mental Health Services (NGCT)
- SALARY** : Grade 1: R790 077 – R866 658 per annum, (all-inclusive remuneration package)
Grade 2: R918 630 – R1 018 047 per annum, (all-inclusive remuneration package)
Grade 3: R1 063 611 – R1 249 254 per annum, (all-inclusive remuneration package)
- CENTRE** : Ekurhuleni Health District
- REQUIREMENTS** : Grade 12 with appropriate qualification(degree) that allows for the required registration with the Health Professions Council of South Africa (HPCSA) in the relevant profession as a Clinical Psychologist. **Grade 1:** Less than 8 years relevant experience required after registration with the HPCSA as a Psychologist in respect of RSA qualified employees who performed community service in relevant profession as required in South Africa. **Grade 2:** At least 8 years, but less than 16 years, relevant experience after registration with the HPCSA as a Psychologist in respect of RSA qualified employees who performed community service in relevant profession as required in South Africa. **Grade 3:** 16 years and more relevant experience after registration with the HPCSA as a Psychologist in respect of RSA qualified employees who performed community service in relevant profession as required in South Africa. Experience in psychiatry or community mental health will be an added advantage. Annual Practice Certificate. Knowledge of mental health legislations and related legal and ethical practices, PFMA and Public Service Act and Regulations. Good communication, interpersonal, financial and human resource management skills. Ability to work independently and in a multidisciplinary context. Analytic thinking, independent decision making and problem-solving skills. A valid driver's license is essential.
- DUTIES** : Provide psychological services to adults, adolescents, and children (assess, treat, rehabilitate and refer to ensure continuity of care). Conduct psychometric assessments and neuropsychological assessments. Work within a multidisciplinary team. Provide consultation-liaison psychology services within the clinics. Render outreach programmes, coordinate and manage provision of psychology services. Research and capacity building responsibilities, including training and/or supervision of community service psychologists. Carry out administrative duties. Plan and prepare for all internal and external audits. Participate and implement the departmental policy on training and continuous professional development to ensure departmental standards and effective patient service delivery in line with National Standards.
- ENQUIRIES** : Dr BJK Motshwane Tel No: (011) 876 1717
- APPLICATIONS** : Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 or posted to The Human Resource Manager, Private Bag X1005, Germiston 1400.
- NOTE** : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicants should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required

to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disabilities are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.

- CLOSING DATE** : 08 December 2023
- POST 43/50** : **OPERATIONAL MANAGER NURSING (PHC) REF NO: EHD2023/12/04**
Directorate: Primary Health Care
- SALARY** : R627 474 – R703 752 per annum
CENTRE : Kwa – Thema CHC (ESDR)
REQUIREMENTS : Grade 12 with basic qualification accredited with SANC in terms of Government Notice R425 (i.e., diploma/ degree in nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse plus a post basic nursing qualification, with duration of at least 1 year accredited with SANC in terms of government Notice No R48 in the relevant specialty. A minimum of 9 years appropriate/recognizable experience in nursing after registration as a professional Nurse with SANC. At least 5 years of the period referred to above must be appropriate/recognizable experience after obtaining 1 year post basic qualification in relevant specialty (Clinical Health Assessment, Diagnosis, Treatment and Care). Computer literacy and driver's license is essential. Knowledge of all Legislation relevant to Health Care Services.
- DUTIES** : Management of the facility by providing quality comprehensive community health care. Provide administrative services within the facility and provide educational and clinical services. Management of equipment and machinery. Management of HR, Finances and Supply Chain within the facility. Ensure clinical practice by the clinical team in accordance with the Scope of Practice and Nursing Standards. Compile reports, analyses data, identify gaps and take remedial steps. Ensure proper record keeping within the facility Management of resources within facility. Manage and monitor the productivity and performance of employee's development. Manage licensing of staff with all relevant professional bodies. Promote quality of nursing care as directed by the norms and standards & ideal clinic. Ensure community participation. Manage labour relation issues. Ensure implementation of Departmental policies including Batho Pele and Patients' Rights. Liaise with all relevant stakeholders to improve service rendering. Ensure management of Multidisciplinary teams within the facilities. Provide comprehensive primary care services. Ensure effective and efficient coordination and integration of quality Health care. Perform any other delegated duties by Supervisor/Manager. Deputize the Assistant Manager when the need arises.
- ENQUIRIES** : Ms T Moeketsi at (083) 233 5751
APPLICATIONS : Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 or posted to The Human Resource Manager, Private Bag X1005, Germiston, 1400.
- NOTE** : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicants should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the

interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disabilities are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.

- CLOSING DATE** : 08 December 2023
- POST 43/51** : **OPERATIONAL MANAGER NURSING (MOU) REF NO: EHD2023/12/05**
Directorate: PHC
- SALARY CENTRE REQUIREMENTS** : R627 474 – R703 752 per annum, (plus benefits)
: Ethafeni CHC (NSDR)
: Grade 12 with Basic qualification accredited with SANC in terms of Government Notice 425 (i.e., diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse plus a post basic nursing qualification, with duration of at least 1 year accredited with SANC in terms of government notice no R212 in the relevant specialty. A minimum of 9 years appropriate/recognizable experience in nursing after registration as a professional Nurse with SANC, at least 5 years of the period referred to above must be appropriate/recognizable experience after obtaining 1 year post basic qualification in relevant specialty (Advanced Midwifery and Neonatal Nursing Science). Computer literacy and a valid Driver's license is essential. Knowledge of all Legislation relevant to Health Care Services.
- DUTIES** : Management of the facility by providing quality comprehensive community health care. Provide administrative services within the facility and provide educational and clinical services. Management of equipment and machinery. Management of HR, Finances and Supply Chain within the facility. Ensure clinical practice by the clinical team in accordance with the Scope of Practice and Nursing Standards. Compile reports, analyses data, identify gaps and take remedial steps. Ensure proper record keeping within the facility Management of resources within facility. Manage and monitor the productivity and performance of employee's development. Manage licensing of staff with all relevant professional bodies. Promote quality of nursing care as directed by the norms and standards & ideal clinic. Ensure community participation. Manage labour relation issues. Ensure implementation of Departmental policies including Batho Pele and Patients' Rights. Liaise with all relevant stakeholders to improve service rendering. Ensure management of Multidisciplinary teams within the facilities. Provide comprehensive primary care services. Ensure effective and efficient coordination and integration of quality Health care. Perform any other delegated duties by Supervisor/Manager. Deputize the Assistant Manager when the need arises.
- ENQUIRIES APPLICATIONS** : Ms GS Mateza Tel No: (011) 565 5160
: Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 or posted to The Human Resource Manager, Private Bag X1005, Germiston, 1400.
- NOTE** : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicants should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks

and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disabilities are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.

- CLOSING DATE** : 08 December 2023
- POST 43/52** : **OPERATIONAL MANAGER NURSING (MOU) REF NO: EHD2023/12/06**
Directorate: PHC
- SALARY** : R627 474 – R703 752 per annum, (plus benefits)
- CENTRE** : Esangweni CHC (NSDR)
- REQUIREMENTS** : Grade 12 with Basic qualification accredited with SANC in terms of Government Notice 425 (i.e., diploma/ degree in nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse plus a post basic nursing qualification, with duration of at least 1 year accredited with SANC in terms of government notice no R212 in the relevant specialty. A minimum of 9 years appropriate/recognizable experience in nursing after registration as a professional Nurse with SANC, at least 5 years of the period referred to above must be appropriate/recognizable experience after obtaining 1 year post basic qualification in relevant specialty (Advanced Midwifery and Neonatal Nursing Science). Computer literacy and a valid Driver's license is essential. Knowledge of all Legislation relevant to Health Care Services.
- DUTIES** : Management of the facility by providing quality comprehensive community health care. Provide administrative services within the facility and provide educational and clinical services. Management of equipment and machinery. Management of HR, Finances and Supply Chain within the facility. Ensure clinical practice by the clinical team in accordance with the Scope of Practice and Nursing Standards. Compile reports, analyses data, identify gaps and take remedial steps. Ensure proper record keeping within the facility Management of resources within facility. Manage and monitor the productivity and performance of employee's development. Manage licensing of staff with all relevant professional bodies. Promote quality of nursing care as directed by the norms and standards & ideal clinic. Ensure community participation. Manage labour relation issues. Ensure implementation of Departmental policies including Batho Pele and Patients' Rights. Liaise with all relevant stakeholders to improve service rendering. Ensure management of Multidisciplinary teams within the facilities. Provide comprehensive primary care services. Ensure effective and efficient coordination and integration of quality Health care. Perform any other delegated duties by Supervisor/Manager. Deputize the Assistant Manager when the need arises.
- ENQUIRIES** : Ms GS Mateza Tel No: (011) 565 - 5160
- APPLICATIONS** : Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 or posted to The Human Resource Manager, Private Bag X1005, Germiston, 1400.
- NOTE** : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicants should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disabilities are encouraged to apply. Employment equity

profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.

- CLOSING DATE** : 08 December 2023
- POST 43/53** : **OPERATIONAL MANAGER PNB3 (NEONATAL ICU) REF NO: REFS/TMH/2023/11 (X1 POST)**
Directorate: Nursing Services
- SALARY** : R627 474 per annum, (plus benefits)
CENTRE : Tambo Memorial Hospital
REQUIREMENTS : Basic qualification accredited with the SANC in terms of Government Notice R425 (i.e. Diploma/Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse plus a post-basic qualification in Child Nursing Science/Neonatal Intensive Care with duration of one year accredited with SANC in terms of Government Notice R 212. A minimum of 9 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. At least 5 years of the period mentioned above must be appropriate/recognizable experience after obtaining a 1 year post-basic qualification in Child Nursing Science/ Neonatal Intensive Care.
- DUTIES** : Overall supervision and control of quality patient care in the unit. Ensure the formulation and availability of clinical patient care protocols and policies in her department. Efficient implementation and evaluation of patient care programmes in the unit according to department's strategic goals. Ensure adequate and appropriate staffing according to patients needs. Effective monitoring and management of absenteeism. Accountable for overall and effective management of nursing duties. Establish efficient communication with the multidisciplinary team. Responsible for the implementation of disciplinary measures. Secure and allocate resources and budget to achieve workplace objectives. Proactively identify performance requirements to improve teamwork. Ensure performance, evaluation, management and development of staff. Ensuring the adherence to National Core Standards.
- ENQUIRIES** : Mrs TL Dibakoane Tel No: (011) 898 8314
APPLICATIONS : Applications can be forwarded to the Human Resource Department, Tambo Memorial Hospital, Private Bag X2, Boksburg, 1459. Physical Address: Railway Street, Boksburg, 1459.
- NOTE** : Applications must be filled on a new Z83 form (obtainable from any Public Service Department or on (www.dpsa.gov.za/documents) accompanied by a comprehensive CV only highlighting or stating the requirements mentioned above. Only the shortlisted candidates will be required to submit certified copies of Identity document, Senior Certificate and highest required qualification as well as driver's license where necessary on or before interviews. Applicants must indicate the post reference number on their applications. Qualifications of candidates recommended for appointment will be verified. Foreign qualifications will only be submitted by shortlisted candidates. Applications received after closing date and time will not be considered. Whites, coloured and people with disability are encouraged to apply. The candidates will be expected to be available for selection interviews on the date, time and place determined by the Department.
- CLOSING DATE** : 08 December 2023
- POST 43/54** : **OPERATIONAL MANAGER NURSING REF NO: STDH/2023/OM/01 (X1 POST)**
Directorate: Nursing Services
- SALARY** : R497 193 – R559 686 per annum, (plus benefits)
CENTRE : Sizwe Tropical Disease Hospital
REQUIREMENTS : Senior certificate/Grade 12. Basic qualification in terms of Government notice R425 i.e. Diploma/Degree in General Nursing or equivalent qualification that allows registration with the SANC. Minimum of seven (7) years of recognised experience in general nursing after registration with SANC as a Professional Nurse. Diploma in Midwifery and effective communication skills. Computer literacy and writing skills knowledge and insight in nursing care processes, procedures, and other relevant legislative frameworks governing the public service. Knowledge of code of conduct and labour relations. Good communication and interpersonal skills.

- DUTIES** : Ensure holistic quality patient care and compliance to National Core Standard (NCS) and the implementation thereof. Participate in development of policies and protocols in the institution. Effective and efficient utilization and management of resources. Participate in CPD implementation and training for professional growth. Participate in committees as delegated and ensure healthy relationship with external and internal stakeholders. Management and supervision of staff to ensure 24-hour service delivery on daily.
- ENQUIRIES** : Ms BM Rikhotso Tel No: (011) 531 4302/4
- APPLICATIONS** : Applications must be submitted to: The HR Manager, Sizwe Tropical Disease Hospital, Private Bag X2, Sandringham, 2131 or hand delivered to Sizwe Tropical Disease Hospital main entrance, No.2 Corner Club and Modderfontein Road, Sandringham.
- NOTE** : The application must include only fully completed and signed new Z83 form, obtainable from any Public Service Department or on the internet at www.gov.za, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of interview. Applicants must indicate the department for which they are applying for. Applications received after closing date as well as those that do not comply with the requirements i.e incomplete Z83, will not be taken into consideration. All recommended candidates will be subjected to vetting processes (ie. Reference check, qualification verification, police clearance, citizenship verification etc.)
- CLOSING DATE** : 08 December 2023
- POST 43/55** : **SPEECH THERAPIST REF NO: REFS/019342**
Directorate: Speech Therapy and Audiology
- SALARY** : R359 622 per annum, (all-inclusive package). Please note that the salary will be adjusted according to years of experience as per OSD policy.
- CENTRE** : Charlotte Maxeke Johannesburg Academic Hospital
- REQUIREMENTS** : Appropriate qualification that allows for the required registration with the Health Professional Council of South Africa (HPCSA) in the Speech and Audiology profession. (RSA: No experience required after registration with the HPCSA in the Speech and Audiology profession in respect of RSA qualified employees who performed community service in Speech and Audiology profession as required in South Africa). Foreigner: 1-year relevant experience after registration with HPCSA in the Speech and Audiology profession in respect of foreign qualified employees, of whom it is not required to perform community service as required in South Africa. Knowledge: Public Service Act and Regulations. Batho-Pele principles. PFMA. Quality Assurance. Labour relations: Disciplinary and Conflict Management Procedures. Skills: Communication (written and verbal). Ability to work under pressure in a challenging environment. Interpersonal and Listening skills. Computer Literacy. Research skills. The following will be an added advantage: Experience in VFS/MBS, Alternative Augmentative Communication (Low and High Tech), ASD patients and Tracheostomies and PEG management will be an added advantage.
- DUTIES** : To provide effective speech, language and dysphagia therapy to in and outpatients. Assessing, diagnosing and managing patients within a multi-disciplinary team setting. Planning and problem solving appropriately. Providing education and counselling to patients, family and caregivers. Selecting issuing and training appropriate use of assistive devices. Monitoring and reviewing patient progress. Documenting patient information, statistics, attending ward rounds, discussions and meeting within a multidisciplinary team. Contributing to service development by monitoring, evaluating and co-ordinating existing and new services. Identifying departmental needs, managing waiting list, participating in implementing new services and developing management protocols for improved patients care. Providing public education regarding feeding and communication difficulties. To comply with all departmental procedures and protocols. To manage all resources appropriately. To complete monthly statistics and reports. To participate in all departmental, hospital and provincial activities. To work with in an MDT approach including attendance and participation in MDT meetings.

- ENQUIRIES** : Ms T Radebe Tel No: (011) 488 4228/4296
- APPLICATIONS** : Applications should be submitted on a (PDF Format only) to the following email-address: Medicalhr.Cmjah@gauteng.gov.za. Only online applications will be considered. Please use the reference as the subject.
- NOTE** : The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialled and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae only. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/Y YYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) - Verification (Reference checks- Provide at least 3 off which one must be an immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the posts). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities, Coloured Males, Coloured Females, Indian Males and Indian Females are encouraged to apply encouraged to apply.
- CLOSING DATE** : 08 December 2023
- POST 43/56** : **AUDIOLOGIST REF NO: REFS/019343**
Directorate: Speech Therapy and Audiology
- SALARY** : R359 622 per annum, (all-inclusive package). Please note that the salary will be adjusted according to years of experience as per OSD policy.
- CENTRE** : Charlotte Maxeke Johannesburg Academic Hospital
- REQUIREMENTS** : Appropriate qualification that allows for the required registration with the Health Professional Council of South Africa (HPCSA) in the Speech and Audiology profession. (RSA: No experience required after registration with the HPCSA in the Speech and Audiology profession in respect of RSA qualified employees who performed community service in Speech and Audiology profession as required in South Africa). Foreigner: 1-year relevant experience after registration with HPCSA in the Speech and Audiology profession in respect of foreign qualified employees, of whom it is not required to perform community service as required in South Africa. Knowledge: Public Service Act and Regulations. Batho-Pele principles. PFMA. Quality Assurance. Labour relations: Disciplinary and Conflict Management Procedures. Skills: Communication (written and verbal). Ability to work under pressure in a challenging environment. Interpersonal and Listening skills. Computer Literacy. Research skills. The following will be an added advantage: Experience in vestibular assessment and Rehabilitation, Electrophysiology assessment and Aural Rehabilitation.
- DUTIES** : To provide effective audiology service to in and outpatients. Assessing, diagnosing and managing patients within a multi-disciplinary team setting. Planning and problem solving appropriately. Providing education and counselling to patients, family, and caregivers. Selecting issuing and training appropriate use of assistive devices. Monitoring and reviewing patient progress. Documenting patient

information, statistics, attending ward rounds, discussions, and meeting within a multidisciplinary team. Contributing to service development by monitoring, evaluating and co-ordinating existing and new services. Identifying departmental needs, managing waiting list, participating in implementing new services and developing management protocols for improved patients care. Providing public education regarding feeding and communication difficulties. To comply with all departmental procedures and protocols. To manage all resources appropriately. To complete monthly statistics and reports. To participate in all departmental, hospital and provincial activities. To work with in an MDT approach including attendance and participation in MDT meetings.

- ENQUIRIES** : Ms T Radebe Tel No: (011) 488 4228/4296
- APPLICATIONS** : Applications should be submitted on a (PDF Format only) to the following email-address: Medicalhr.Cmjah@gauteng.gov.za. Only online applications will be considered. Please use the reference as the subject.
- NOTE** : The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialled and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae only. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/Y YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) - Verification (Reference checks- Provide at least 3 off which one must be an immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the posts). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities, Coloured Males, Coloured Females, Indian Males and Indian Females are encouraged to apply encouraged to apply.
- CLOSING DATE** : 08 December 2023
- POST 43/57** : **PROFESSIONAL NURSE GRADE 2 (GENERAL NURSING): QUALITY COORDINATOR REF NO: PROFNURQUACOORDINATOR/SRH/11/23**
Directorate: Quality Assurance Department
- SALARY** : R358 626 per annum, (plus benefits)
- CENTRE** : South Rand Hospital
- REQUIREMENTS** : Diploma/degree in general nursing or equivalent qualification that allows registration with the SANC as a Professional Nurse. Current Registration with the South African Nursing Council (SANC) as a professional nurse. A minimum of 10 years appropriate experience in nursing after registration as a professional nurse with the South African Nursing Council in General Nursing. At least 3 years of the above period referred to must be experience at a quality assurance level. Have the ability to analyze complex information relating to areas of operation and to transform that into user-friendly report and assessment. Have ability to prioritize issues and other related work matters and to comply with the time frames set. Have ability to work under pressure to meet deadlines. Have excellence interpersonal

and communication skills (both verbal and written). An aptitude for statistics and information analysis. High level of accuracy and attention to detail. Have computer skills and the ability to work with MS Word, MS PowerPoint and MS Excel will be advantageous. Ideal Hospital Framework and a valid driver's license will be an added advantage.

DUTIES : Assist with the quality assurance monitoring and evaluation framework. Source and obtain data and information to measure progress and compliance with quality assurance targets, norms required for the development measurable performance indicators related to the quality of care in the institution. Manage patient complaints, Patient Safety Incidents (PSIs), conduct patient redress and external stakeholder management. Assist with the generation of reliable assessments in support of planning and intervention process required for quality assurance in the institution. Assist with the drafting of annual, quarterly and other relevant quality assurance performance reports. Attend external meetings.

ENQUIRIES : Ms SS Dinkebogile Tel No: (011) 681 2086

APPLICATIONS : Applications must be hand delivered at South Rand District Hospital, Friars Hill Road, Rosettenville, 1st Floor application box, or emailed to Recruitment1.Soutrand@gauteng.gov.za

NOTE : New Z83 form obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The completed and signed Z83 form should be accompanied by a recently updated CV specifying all experiences indicating the respective dates (DD/MM/YY) as well as indicating three references with the following information: name and contact numbers, email address and an indication of the capacity in which the reference is known to the candidate. The relevant reference must be quoted in the application form. Copies of your qualifications and Identity document do not need to be attached. Only shortlisted candidates will be required to submit certified copies of your qualifications and Identity documents on or before the interview date following communication from HR. In terms of the National Qualifications Framework Amendment Act 2019, it is an offence for any person to falsely or fraudulently claim to hold a qualification. Any person found to be misrepresenting their qualifications, work experience or facts in their CV will be disqualified. People with disabilities are encouraged to apply. The Hospital reserves a right to fill or not fill the post. Successful candidates will undergo a medical screening and will be expected to do verifications which entails reference checks, identity verification, qualifications verification, criminal records check as well as a credit/ financial stability checks.

CLOSING DATE : 08 December 2023

POST 43/58 : **PROFESSIONAL NURSE REF NO: STDH/2023/PN/02 (X5 POSTS)**
Directorate: Nursing Services

SALARY : R293 670 – R337 860 per annum, (plus benefits)

CENTRE : Sizwe Tropical Disease Hospital

REQUIREMENTS : Senior certificate /Grade 12. Basic qualification in terms of Government notice R425 i.e. Diploma/Degree in General Nursing or equivalent qualification that allows registration with the SANC. Midwifery will be an added advantage. Good communication skills, basic writing skills, ability to function as part of a team and good interpersonal relations. Knowledge of nursing care processes, procedures, quality assurance, patient experience of care, patient safety, infection control and relevant legal Frameworks e.g. National Core Standards. Good ethical practice and caring attitude. Demonstrate knowledge and insight into the relevant legal framework such as: Nursing act, scope of practice, basic knowledge of Labour Relation Acts. Demonstrate in-depth knowledge of Infection prevention control and Covid 19 legal frameworks.

DUTIES : Provide direction and supervision for the implementation of Nursing care plan, rendering of quality patient care. Assist in completion of clinical records and that data is entered timeously. Ensure that all quality assurance standards and other health mandates during his or her shift lead is implemented. Advocate and facilitate proper treatment. Maintain professional growth/ethical standards, self-development and CPD. Implement standards, practices, criteria and indicators for quality nursing care. Practice nursing and health care in accordance with the laws

		and regulations relevant to nursing and health care. Maintain a constructive working relationship with Nursing and other stakeholders.
<u>ENQUIRIES</u>	:	Ms BM Rikhotso Tel No: (011) 531 4302/4
<u>APPLICATIONS</u>	:	Applications must be submitted to: The HR Manager, Sizwe Tropical Disease Hospital, Private Bag X2, Sandringham, 2131 or hand delivered to Sizwe Tropical Disease Hospital main entrance, No.2 Corner Club and Modderfontein Road, Sandringham
<u>NOTE</u>	:	The application must include only fully completed and signed new Z83 form, obtainable from any Public Service Department or on the internet at www.gov.za , and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of interview. Applicants must indicate the department for which they are applying for. Applications received after closing date as well as those that do not comply with the requirements i.e incomplete Z83, will not be taken into consideration. All recommended candidates will be subjected to vetting processes (ie. Reference check, qualification verification, police clearance, citizenship verification etc.)
<u>CLOSING DATE</u>	:	08 December 2023
<u>POST 43/59</u>	:	<u>STAFF NURSE REF NO: STDH/2023/OM/01 (X9 POSTS)</u> Directorate: Nursing Services
<u>SALARY</u>	:	R199 725 – R222 939 per annum, (plus benefits)
<u>CENTRE</u>	:	Sizwe Tropical Disease Hospital
<u>REQUIREMENTS</u>	:	Senior certificate/Grade 12. Two (2) years Enrolled Nurse certificate that allows registration with the South African Nursing Council (SANC) as an Enrolled nurse. Experience as a Nurse will be an added advantage. Good communication skills, basic writing skills, ability and good interpersonal skills.to function as part of a team. Knowledge of nursing care processes and procedures, Quality assurance, patients experience of care, patients safety, infection control and other relevant legal frame works e.g. Ideal Hospital Realization. Good ethical practice and caring attitude. Demonstrate basic understanding of nursing procedures. Demonstrate basic understanding of the legislative framework protocols, policies governing the Public Service.
<u>DUTIES</u>	:	To ensure safe and effective clinical nursing practice. Ensure effective implementation of Standard Operating Procedure (SOP) to ensure rendering Quality Nursing Care to patients. Ensure that the Nursing Standards are upheld and maintained. Ensure effective communication according to hierarchy. Ensure optimal utilization of resources. Ensure that the national core standards (Ideal Hospital realization) are maintained and upheld. Maintain professional growth /ethical standards and self-development.
<u>ENQUIRIES</u>	:	Ms BM Rikhotso Tel No: (011) 531 4302/4
<u>APPLICATIONS</u>	:	Applications must be submitted to: The HR Manager, Sizwe Tropical Disease Hospital, Private Bag X2, Sandringham, 2131 or hand delivered to Sizwe Tropical Disease Hospital main entrance, No.2 Corner Club and Modderfontein Road, Sandringham.
<u>NOTE</u>	:	The application must include only fully completed and signed new Z83 form, obtainable from any Public Service Department or on the internet at www.gov.za , and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of interview. Applicants must indicate the department for which they are applying for. Applications received after closing date as well as those that do not comply with the requirements i.e incomplete Z83, will not be taken into consideration. All recommended candidates will be subjected to vetting processes (ie. Reference check, qualification verification, police clearance, citizenship verification etc.)
<u>CLOSING DATE</u>	:	08 December 2023

<u>POST 43/60</u>	:	<u>STAFF NURSE GRADE 1 REF NO: REFS/BGH /2023/11/04 (X1 POST)</u> Directorate: Nursing
<u>SALARY</u>	:	R199 725 - R222 939 per annum, (plus benefits)
<u>CENTRE</u>	:	Bertha Gxowa Hospital
<u>REQUIREMENTS</u>	:	Grade 12 plus a qualification that allows registration with SANC as a Staff Nurse. Candidate must have current registration receipt as a Staff Nurse. Candidate must have basic communication and writing skills. Be able to function as part of a team. Demonstrate basic understanding of nursing legislation and related legal and ethical nursing practices.
<u>DUTIES</u>	:	Perform a basic clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Promote quality of basic nursing care as directed by the professional scope of practice and standards. Be able to provide elementary Nursing care by assisting patients' activities of daily living such as good hygiene, can measure, interpret and record vital signs and record, prepare patients for diagnostic and surgical procedures. Give health education including participation in Health Awareness Days. Shift works mandatory.
<u>ENQUIRIES</u>	:	Mrs M Malangabi Tel No: (011) 278 7704
<u>APPLICATIONS</u>	:	Applications should be submitted at the Bertha Gxowa Hospital. Admin Building ground floor, Foyer Area, Germiston. Bertha Gxowa Hospital, Angus Street, Germiston or posted to Private Bag X1035, Germiston, 1400.
<u>NOTE</u>	:	Applications must be filled on a New Z83 as per DPSA directive effectively from 01 January 2021, The Curriculum Vitae should be recently updated that specifies the following: The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. applicants are not required to submit copies of qualifications and other relevant documents on application. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview following communication from HR. Applicants must indicate the post reference number on their applications. Failure to submit the required documents will result in the application not being considered. Qualifications of candidates recommended for appointment will be verified. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). Candidates will be subjected to security screening and vetting process Applications received after closing date will not be accepted. The Department reserves the right to not make an appointment. Candidates will be expected to be available for selection interviews on the date, time and place determined by the Department. Medical surveillance will be conducted on the recommended applicants, at no cost. People with disabilities are welcome to apply.
<u>CLOSING DATE</u>	:	08 December 2023
<u>POST 43/61</u>	:	<u>DENTAL ASSISTANT GRADE 1 REF NO: DA11/23 (X1 POST)</u> Directorate: Poly Clinic
<u>SALARY</u>	:	R196 536 – R222 615 per annum
<u>CENTRE</u>	:	Wits Oral Health Centre
<u>REQUIREMENTS</u>	:	Appropriate qualification that allows registration with the HPCSA as Dental Assistant. Registration with the HPCSA as a Dental Assistant and proof of current registration, and a minimum of 2 years of proven dental assisting experience after HPCSA registration. Knowledge of dental instruments, equipment, materials used for procedures, sterilization and infection control. The ability to work independently, have excellent communication and people skills.
<u>DUTIES</u>	:	Prepare working area for patient treatment, select and set up instruments, equipment and materials as needed within the Wits Oral Health Centre, as well as external training platforms and outreach sites. Give patients post-operative instructions. Maintain safe working environment by complying with health and

safety procedures. Adhere to infection control policies and protocols. Maintain an up-to-date inventory of stock within designated area.

- ENQUIRIES** : Clinical Manager: Dr E Patel (Ebrahim.Patel@wits.ac.za)
- APPLICATIONS** : New Z83 applications must be send to Wits Oral Health Centre, Private Bag X15, Braamfontein, 2017. Direct applications must be delivered to Wits Oral Health Centre, c/o Charlotte Maxeke Johannesburg Academic Hospital, Area 255 Block 2 (Yellow Block), Parktown. No faxed /E-mailed applications will be accepted.
- NOTE** : The application must include only completed and signed new Z83 Form, obtainable from any Public Service Department or on the DPSA web site link: <https://www.dpsa.gov.za/newsroom/psvc/> and a detailed Curriculum Vitae with names, contact number and e-mail addresses of three recent (3) referees. Certified copies of Identity Document, Grade 12 Certificate and the highest required qualifications as well as and current proof of HPCSA where necessary, will only be submitted by shortlisted candidates to Human Resources on or before the day of the interview date. Failure to do so will result in your application being disqualified. Foreign qualifications must be accompanied by an evaluation report issued by SAQA. Applications received after the closing date will not be accepted. Please note that correspondence will only be entered into with short-listed candidates. The employer reserves the right not to fill a position.
- CLOSING DATE** : 08 December 2023

OFFICE OF THE PREMIER

- APPLICATIONS** : Applications should be sent through RecruitmentHOD.Premier@gauteng.gov.za quoting the relevant reference number to Human Resources Administration.
- CLOSING DATE** : 08 December 2023
- NOTE** : Qualifying applicants should submit their application on the New Application Form (Z83), found on www.dpsa.gov.za. Received applications using the incorrect application for employment (old Z83) will not be considered. Each application for employment form must be fully completed, duly signed and initialled by the applicant. Failure to sign this form may lead to disqualification of the application during the selection process. The Z83 should be accompanied by a comprehensive CV (with detailed current and previous work experience including dates). The communication from the HR of the Department regarding the requirements of the certified qualifications, ID, Drivers license etc. will be limited to shortlisted candidates. Therefore, only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following the communication from HR. Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to short-listed candidates only. Due to the large number of applications we envisage to receive, applications will not be acknowledged. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. The Gauteng Office of the Premier reserves the right to cancel the filling/ not to fill any vacancy that was advertised during any stage of the recruitment process. No late applications will be considered. NB: Requirement for all senior management positions: Nyukela Programme: Pre-entry Certificate to Senior Management Services as endorsed by DPSA which is an online course, endorsed by the National School of Government (NSG). The course is available at the NSG under the name Certificate for entry into the SMS and the full details can be sourced by the following link :<https://www.thensg.gov.za/training-course/sms-pre-entry-programme>. The successful candidate will be required to provide proof of completion of the NSG Public Service Senior Management Leadership Programme Certificate for entry into the SMS. All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection committee will recommend candidates to attend a generic managerial competency assessment. The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. The successful candidate will be required to enter into an employment contract with the Premier of Gauteng and conclude an annual performance agreement with the Member of the Executive

Council within three (3) months upon commencement of duty. The appointment of the successful candidate is subject to the issuing of a positive security clearance at the level of Top Secret by the State Security Agency. The incumbent will be required to disclose her/his financial interest in accordance with the prescribed regulations. Qualifications will be verified (It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). The successful candidate will be appointed on 12 calendar months' probation.

MANAGEMENT ECHELON

POST 43/62 : **HEAD OF DEPARTMENT (HOD): GAUTENG DEPARTMENT OF HEALTH REF NO: HOD/HEALTH/2023**

(3-year performance based contract, renewable for a further period of 2 years, dependent on performance)

SALARY : R2 158 533 – R2 428 830 per annum, (all-inclusive remuneration package), plus a 10% non-pensionable allowance applicable to Heads of Departments.

CENTRE : Johannesburg

REQUIREMENTS : An appropriate undergraduate qualification (NQF level 7) in the Health sector and a postgraduate qualification in Public Management or Business Administration or equivalent. 8 to 10 years' experience at senior management level of which 5 years must be as a member of the Senior Management Service (SMS) in the Public Service or equivalent senior management position. Extensive knowledge of legislation governing the Health sector in order to give sound advice and leadership. Management experience gained in a large organisation with a multi-billion rand budget. Good understanding of and competency in Financial Management Systems including cost containment, budgeting, expenditure control, revenue collection and revenue generation. Key Competencies: Proven ability to operationalize and ensure compliance with legislation and policy development at national, provincial and local level. Demonstrable experience in management at an executive level. Knowledge understanding of government priorities. Insight into Government's Outcomes Based Approach, including performance monitoring and evaluation. Strategic leadership, change management and project management. Capabilities should include service delivery innovation, exceptional reporting skills as well as the ability to communicate eloquently, compliance with the Public Finance Management Act (PFMA) and financial regulatory frameworks underpinning good governance in South Africa. Excellent co-ordination, communication, networking, negotiation, corporate governance and multi-tasking skills. Ability to work under pressure and willingness to work long hours. Willingness to work irregular hours and travel extensively.

DUTIES : Serve as Accounting Officer of the Department in accordance with the provisions of the PFMA. Provide strategic leadership to the Department. Oversee the development, implementation and monitoring of organisational programmes in line with organisational policies. Ensure sound financial management and application of good corporate governance principles. Be directly accountable to the Member of the Executive Council for the realisation of the Ten Pillar Programme of Radical Transformation, Modernisation and Re-industrialisation including the intergovernmental Programme of Action. Work closely with the Gauteng City Region (GCR) Executives, Accounting Officers, Oversight committees, stakeholders and business on implementing the Premier's vision of a 'smart province'. Oversee the development, implementation and monitoring of Departmental programmes and projects, structures, systems and processes to deliver on mandates and make a contribution to the broader strategic environment of Gauteng. Work closely with the Health Intervention Task Team appointed by the Minister of Health and Premier to improve the delivery of sustainable healthcare to the citizens of Gauteng. Specific focus areas include the following: Overall management of Health Services within the Gauteng Department of Health by aligning all departmental plans with the Negotiated Service Delivery Agreement (NSDA), National and Provincial Government Strategic Objectives. Coordination and management of the diverse responsibilities and relationships of the Department with internal and external stakeholders and giving strategic leadership

that will contribute to the promotion of Health Services to the people of Gauteng. Facilitation, promotion and implementation of a Health Service Delivery Model that will reduce the burden of disease within the province. Overall management of Health Services within the Gauteng Provincial Government by aligning all departmental plans with national and provincial government objectives and strategies. Coordination and management of the diverse responsibilities and relationships of the Department with internal and external stakeholders. Provision of strategic leadership that will contribute to the effective management of health services in the province. Facilitation of the development and implementation of an Integrated Health Service Delivery Model for Gauteng Health. Support the Member of the Executive Council in his/her duties as political head of the Department; and Represent the department at various fora.

ENQUIRIES

: Ms Pange Radebe Tel No: (011) 298 5637/ at (066) 315 6970