

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

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

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

OTHER POSTS

- POST 26/68** : **MEDICAL SPECIALIST GRADE 1 TO 3 (ORTHOPAEDICS) (2 POSTS)**
Chief Directorate: Metro Health Services
- SALARY** : R1 271 901 per annum (A portion of the package can be structured according to the individual's personal needs.)
- CENTRE** : Khayelitsha District Hospital (1 post)
New Somerset Hospital (1 post)
- REQUIREMENTS** : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professional Council of South Africa (HPCSA) as a Medical Specialist in Orthopaedics. Registration with a professional council: Registration as a Specialist Orthopaedic Surgeon with the Health Professions Council of South Africa. Experience: **Grade 1**: None after registration with the HPCSA as a Medical Specialist in Orthopaedics. **Grade 2**: A minimum of 5 years of appropriate experience as a 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 Orthopaedics. Grade 3: A minimum of 10 years of appropriate experience as a 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 Orthopaedics. Inherent requirements of the job: Ability to successfully run an extremely busy orthopaedic service on a district level. Valid driver's licence. Willingness to partake in the Commuted overtime system if required. Competencies (knowledge/skills): Strong ethical principles and relevant clinical and counselling skills. Computer literacy. Leadership-, interpersonal- and organisational skills. Tertiary knowledge and skills in the field of Trauma and Emergency Orthopaedic Surgery as well as district-level elective orthopaedics. Experience in hip arthroplasty on the district level.
- DUTIES** : (key result areas/outputs): Provision of clinical service delivery at the specialist level across the full spectrum of general Orthopaedic Surgery. The specialist primary responsibility would be trauma and emergency Orthopaedics at the district level Trauma and orthopaedic after-hours calls at hospitals within the regions as specified by the employer Provision of clinical service delivery at the specialist level of elective Orthopaedic Surgery (district level) Participation in appropriate outreach programmes Supervision of clinical and operative activities of orthopaedic surgeons- in- training Active participation in the postgraduate and undergraduate teaching programmes of the Department. Effective management and administration of a wide range of "Portfolios" and develop, conduct and supervising research projects Training and Teaching of medical officers and orthopaedic registrars and relevant burden of disease Research and Audits.
- ENQUIRIES** : Prof. J du Toit, tel. no. (021) 938-9266 (Khayelitsha District Hospital post)/Dr D Stokes, tel. no. (021) 402-6408 (New Somerset Hospital)
- 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 will be subjected to a practical and competency assessment. 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 to health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for a change in registration status).
- CLOSING DATE** : 02 August 2024
- POST 26/69** : **MEDICAL SPECIALIST GRADE 1 TO 3 (CLINICAL PHARMACOLOGY) (CONTRACT POST UNTIL 30 APRIL 2025)**
- SALARY** : R1 271 901 per annum (A portion of the package can be structured according to the individual's personal needs.)
- CENTRE** : Tygerberg Hospital, Parow Valley
- REQUIREMENTS** : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa as a Medical Specialist in Clinical Pharmacology. Registration with a professional council: Registration with the Health Professional Council of South Africa (HPCSA) as a Medical Specialist in Clinical Pharmacology. Experience: **Grade 1**: None after registration with the HPCSA as a Medical Specialist. **Grade 2**: A minimum of 5 years

of appropriate experience as a 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 Clinical Pharmacology. **Grade 3:** A minimum of 10 years of appropriate experience as a 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 Clinical Pharmacology. Inherent requirement of the job: Ability to work independently and initiate service and research-related projects. Competencies (knowledge/skills): Evidence of cross-disciplinary teamwork and excellent interpersonal relationships. Evidence of planning and execution of clinically relevant and impactful research projects as a Medical Specialist in Clinical Pharmacology. Evidence of ability to supervise registrars in Clinical Pharmacology, including preparation for their Fellowship examination. Excellent communication skills.

DUTIES

: (key result areas/outputs): Provision of clinical service delivery at the specialist level across the full spectrum of Clinical Pharmacology. Initiate and lead Clinical pharmacology-specific clinical service initiatives aligned with the Tygerberg Hospital's service provision strategy, including across disease and age spectrum. Lead target concentration intervention service to optimise dosing across disease and age spectrum. Lead rational and cost-effective medicine selection as part of the pharmaceutical and therapeutics committee functioning as a core duty of the Division of Clinical Pharmacology. Active participation in the postgraduate and undergraduate teaching programmes of the Division of Clinical Pharmacology. Develop, conduct and supervise research projects.

ENQUIRIES
APPLICATIONS
NOTE

: Prof E Decloedt, tel. no. (021) 938-9331
: Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
: "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 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 to 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

: 02 August 2024

POST 26/70

: **MEDICAL OFFICER GRADE 1 TO 3**
Overberg District

SALARY

: Grade 1: R949 146 per annum
Grade 2: R1 082 988 per annum
Grade 3: R1 253 415 per annum (Plus, 18% non-pensionable rural allowance of your annum basic salary) (A portion of the package can be structured according to the individual's personal needs).

CENTRE
REQUIREMENTS

: Swellendam Hospital
: Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with a professional council: Registration with the HPCSA as a Medical Practitioner. Experience: **Grade 1:** None after registration as a Medical Practitioner with the HPCSA in respect of SA-qualified employees. 1-year relevant experience after registration as a Medical Practitioner with a recognised foreign Health Professional Council in respect of foreign-qualified employees, who are not required to perform Community Service as required in South Africa. **Grade 2:** A minimum of 5 years appropriate experience as a Medical Practitioner after registration with the HPCSA as a Medical Practitioner in respect of SA-qualified employees. A minimum of 6 years relevant experience after registration as a Medical Practitioner with a recognised foreign Health Council 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 10 years of appropriate experience as a Medical Practitioner after registration with the HPCSA as a Medical Practitioner in respect of SA-qualified employees. A minimum of 11 years relevant experience after registration as a Medical Practitioner with a recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Inherent requirements of the job: Valid driver's licence (Code B/EB). Willingness to travel throughout the district. A commuted overtime contract is compulsory, as well as the ability to work after hours. Competencies (knowledge/skills): Ability to communicate effectively (verbal and written). Ability to work in integrated multi-disciplinary teams across platforms. Computer literacy in MS Office is mandatory. Surgical and anaesthetic skills applicable in rural settings e.g. Cesarean sections, sterilizations, spinal and other regional blocks.

DUTIES

: (key result areas/outputs): Quality clinical, non-clinical and medico-legal patient care as required by the various programmes of the Department of Health. Supervise-, Support -, transfer of knowledge to, train- and mentor the clinical staff and auxiliary staff. Provide an efficient administration service regarding all clinical and non-clinical matters and medico-legal work. Provide guidance and leadership towards the realisation of strategic goals and objectives of the division. Ensure a cost-efficient service at the clinical level with regard to laboratory services, blood, medicine, consumables and equipment.

ENQUIRIES
APPLICATIONS
NOTE

: Dr JP Du Toit, tel. no. (028) 514-8400
: Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
: 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.

| | | |
|----------------------------|---|---|
| <u>CLOSING DATE</u> | : | 12 August 2024 |
| <u>POST 26/71</u> | : | <u>REGISTRAR (MEDICAL) GRADE 1 (PAEDIATRIC MEDICINE) (7 POSTS)</u> |
| <u>SALARY</u> | : | R949 146 per annum (A portion of the package can be structured according to the individual's personal needs). |
| <u>CENTRE</u> | : | Red Cross War Memorial Children's Hospital (4 posts) Groote Schuur Hospital (2 posts) New Somerset Hospital (1 post) |
| <u>REQUIREMENTS</u> | : | Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with a professional council: Registration with the HPCSA as a Medical Practitioner. Inherent requirements of the job: Must provide after-hours emergency service. Valid driver's licence. Competencies (knowledge/skills): 12 months post-internship experience in paediatrics (under onsite supervision of a registered paediatrician), including at least 6 months of clinical experience in general paediatrics and clinical experience with neonatal intubation and ventilation, is required. Applicants must have a valid APLS as well as a valid FC Paeds part 1. The Diploma in Child Health, the NALS certificate and additional paediatric/ neonatal experience are strongly recommended. Ability to work in a professional team. Post-internship experience in general paediatrics (under onsite supervision of a registered paediatrician), including clinical experience with neonatal intubation and ventilation. Ability to achieve and maintain good interpersonal relations with staff, patients and their families. Excellent report, clinical note and referral writing skills. Sound verbal and written communication skills. Experience with teamwork, planning, organizing and coordination. Excellent interpersonal, administrative, communication, analytical and problem-solving skills Display empathy for patients, promote advocacy and facilitate holistic treatment. Good time management. |
| <u>DUTIES</u> | : | (key result areas/outputs): Provide a high-quality clinical service to patients and their families. Supervision of junior medical staff to ensure quality of care and good clinical outcomes. Interaction with (and supervision of where necessary) nursing staff, allied professionals, and students. Informal teaching and training of junior staff in the course of clinical work. Teaching (formal and informal) of undergraduate medical students. Achieve success in the FCPaed II exam of the CMSA prior to the end of the four-year contract. Graduation with an MMed (Paediatrics) degree prior to the end of the four-year contract. Effective and efficient administration of clinical services. Clinical leadership in the workplace. Administration of registrar rosters and the teaching program. Improve professional competence by regular self-learning and reflection with the application of current evidence. |
| <u>ENQUIRIES</u> | : | Dr M Salie, tel. no. (021) 658-5430 or Email: Moegamad.salie@westerncape.gov.za |
| <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. Appointment of Registrars will be for a maximum contract period of 4 years. Preference will be given to SA citizens/permanent residents with a valid identity document 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 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 to health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for a change in registration status). ii) Other: Registrars will be required to register as post-graduates with the applicable University in the Western Cape according to the requirements for the discipline in the yearbook and guidelines |
| <u>CLOSING DATE</u> | : | 12 August 2024 |
| <u>POST 26/72</u> | : | <u>COUNCILLOR GRADE 1 TO 3</u> West Coast District |
| <u>SALARY</u> | : | R675 450 per annum (A portion of the package can be structured according to the individual' personal needs). |
| <u>CENTRE</u> | : | Bergriver Sub-district |
| <u>REQUIREMENTS</u> | : | Minimum educational qualification: Appropriate qualification that allows registration with the health professions Council of South Africa as a Registered Counsellor. Registration with a professional council: Registration with the Health Professions Council of South Africa (HPCSA) as a Registered Counsellor. Experience: Grade 1: None after registration with the Health Professions Council of South Africa as a Registered Counsellor. Grade 2: A minimum of 8 years appropriate experience as a Counsellor after registration with Health Professional Council (HPCSA) as Counsellor. Grade 3: A minimum of 16 years appropriate experience as a Councillor after registration with Health Professional Council (HPCSA) as Counsellor. Inherent requirement of the job: A valid (Code B/EB) driver's licence and willing to travel in the sub-district/ district to consult clients, attend and conduct meetings and training sessions. Competencies (knowledge/skills): Knowledge and/or experience in counselling, psychometric assessments and identification of mental health challenges. Ability to think strategically and |

analytically, as well as the ability to interpret and implement policies and guidelines. Work within your professional scope of practice and know when to refer for more specialized mental health interventions. Knowledge and experience in providing mentoring and supervision of other lay health workers. Computer literacy (i.e. MS Word, PowerPoint and Excel). Knowledge and application of regulations, policies and procedures relevant to health programs. Able to work independently and in a team. Good presentation skills and the ability to conduct meetings and training. Good intra- and interpersonal skills aimed at professional relational development, maintenance of good professional relations and effective conflict resolution. Adaptable and innovative in a high-pressured environment. Conceptualization skills as appropriate for individual and group evidence-based intervention identification and application. Ability to work in a diverse, multi-cultural and inclusive environment.

DUTIES : (key result areas/outputs): Providing preventative and developmental counselling services and interventions on all systems levels. Performing supportive psychological interventions to enhance mental well-being on an individual basis, group basis or at community level. Performing basic psychological screening aimed at overall generalized functioning enhancement. Provide counselling in conjunction with interdisciplinary/multi-sectoral support teams. Provide psycho-education and mental health promotion. Report writing and providing feedback to clients/supervisor(s) on interventions. Provide supervision, mentoring and support to lay health workers. Attend regular clinical supervision. Form part of the sub-district and district mental health teams.

ENQUIRIES : Ms ME Ramokgadi, tel. no. (022) 913-3062
APPLICATIONS : Applications are submitted online via 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 : 12 August 2024

POST 26/73 : **OPERATIONAL MANAGER: NURSING (SPECIALTY: WARD)**
 Chief Directorate: Metro Health Services

SALARY : R656 964 per annum
CENTRE : Lentegeur Hospital
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 as Professional Nurse. Post-basic qualification, with duration of at least 1-year, accredited with the SANC in Advanced Psychiatry Nursing Science. Registration with a professional council: Registration with the SANC as a Professional Nurse. 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 as mentioned above. Inherent requirement of the job: Valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Ensure that clinical nursing practice rendered by the nursing team and promote quality of nursing care as directed by the professional scope of practice and standards. Demonstrate a good understanding of HR and financial policies and practices. Computer literacy in MS Office (Word and Excel). Knowledge of FBU functions and management (ability to work collaboratively within FBUs). Appropriate/recognisable experience working with in the Acute Psychiatric Services.

DUTIES : (key result areas/outputs): Manage and co-ordinate the implementation of holistic, comprehensive, specialised nursing care in the Psychiatry complex, in conjunction with team members, within a professional and legal framework. Ensure the maintenance of quality care standards in the Psychiatry services. Manage, supervise, guide staff and keep records and statistics as required. Manage assets, consumables, and services effectively. Manage and support education, in-service training, and orientation and practice development initiatives in the area. Maintain professional growth and ethical standards. Provide effective support to nursing services and hospital management by managing the hospital after hours, when the need arises.

ENQUIRIES : Mr ST Mndende, tel. no. (021) 370-1400 / Mr M Banzi, tel. no. (021) 370-1248
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : Shortlisted candidates will be subjected to a competency assessment. No payment of any kind is required when applying for this post. The pool of applicants will be considered for other Operational Manager Nursing: Speciality Psychiatry posts within the Chief Directorate: Metro Health Services for a period of 3 months from date of advert.

CLOSING DATE : 12 August 2024

POST 26/74 : **OPERATIONAL MANAGER NURSING (SPECIALTY: MATERNITY AND NEONATAL)**
 Cape Winelands Health District

SALARY : R656 964 per annum
CENTRE : Robertson Hospital
REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. diploma or degree in nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse and Midwife. A post basic nursing qualification with a duration of at least 1 year, accredited with the SANC in Advanced Midwifery and Neonatal Nursing Science. Registration with a professional council: Registration with the South African Nursing Council (SANC) as Professional Nurse and Midwife. Experience: A minimum of 9 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. 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 Advanced Midwifery and Neonatal Nursing Science. Inherent requirements of the job: Current annual practising certificate. Will be required to work shifts, weekends and public holidays. Will be required to deliver standby duties for the Hospital. Will be required to deliver standby duties for Obstetric Theatre cases. Competencies (knowledge/skills): Computer literacy (MS Word, Excel and PowerPoint). Knowledge and insight of relevant legislation and policy related to this nursing specialty within the public sector. Ability to promote quality patient care through the setting, implementation and monitoring of standards. Effective communication, interpersonal, leadership, organisational skills, decision making, and conflict resolution skills.

DUTIES : (key result areas/outputs): Provide strategic leadership and guidance towards realization of strategic goals and objectives of the organization through the implementation of policies, regulations and professional practices. Managing, planning, co-ordinating and maintaining Quality patient Care in an Obstetric unit. Quality assurance management by ensuring the implementation of relevant programmes and practises. Utilize the information management systems to enhance patient care and service delivery. Effective management and utilisation of human and financial resources to ensure optimal operational functions.

ENQUIRIES : Ms. SM Kortje, tel. no. (023) 626-8548
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 12 August 2024

POST 26/75 : **ASSISTANT MANAGER NURSING (AREA): FACILITY BASED SERVICES**
Chief Directorate: Metro Health Services

SALARY : R656 964 per annum
CENTRE : Western/ Southern Sub-structure Office
REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing (SANC) Council as Professional Nurse. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: A minimum of 8 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 3 years of the period referred to above must be appropriate/recognisable experience at management level. Inherent requirement of the job: Valid (Code B/EB) driver's licence and willingness to travel. Competencies (knowledge/skills): The ability to function independently as well as within a multi-disciplinary team. Appropriate experience in health programmes: Maternal/Women/Child/Adolescent & Nutrition services. Appropriate financial planning and management experience. Knowledge of the District Health Services (DHS), Health Programme Policies and Guidelines. Good interpersonal, collaborative and leadership skills. Extensive knowledge of Financial Management environment and Health Service-related contract management. Solid health information system/data management, analysis, and interpretation abilities. Computer literacy and good report writing skills.

DUTIES : (key result areas/outputs): Management, facilitation, co-ordination and implementation of Facility-Based Services. Maternal/Women/Child/Adolescent/Nutrition/ HIV & TB Programmes. Support, strengthening and development of the DHS, priority health services and community-orientated primary care. Management of Human Resources and effective, and sustainable financial management of the National Conditional Grant/Donor funding/provincially earmarked/NPO funding. Monitoring and evaluation of priority service objectives, performance indicators and targets. Manage the implementation of continuous quality improvement and quality assurance initiatives and provide, related support to the service platform. Management of training programmes in conjunction with Human Resource Development and Training Department.

ENQUIRIES : Ms Y Cottee, tel.no. (021) 202-0925
APPLICATIONS : Applications are submitted online via 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 subjected to a competency assessment. The pool of candidates may be utilized for other Assistant Manager Nursing posts within the Chief Directorate Metro Health Services for a period of 3 months.

CLOSING DATE : 12 August 2024

POST 26/76 : **CHIEF OCCUPATIONAL THERAPIST GRADE 1**
Chief Directorate: Metro Health Services

SALARY : R545 262 per annum
CENTRE : Western Cape Rehabilitation Centre
REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the HPCSA as an Occupational Therapist. Registration with a professional council: Registration with the Health Professions Council of South African Council (HPCSA) as an Occupational Therapist. Experience: A minimum of 3 years' appropriate experience in Occupational Therapy after registration with the HPCSA. Inherent requirement of the job: A valid (code B/EB) driver's licence. Competencies (knowledge/skills): Appropriate experience in a Rehabilitation Health environment. Strong leadership, problem-solving, decision-making, negotiation- and conflict-resolution skills. Competency in Public Sector People Management, including Supervisory and Managerial skills in Health-related setting, Recruitment and Selection, Performance Management, and Labour relations. Competency in information management (data management, analysis, interpretation, target setting, monitoring and evaluation) with the appropriate computer literacy skills.

DUTIES : (key result areas/outputs): Comprehensive and Operational Management of Occupational therapy services and an Interdisciplinary Team within a Rehabilitation environment. Financial and Asset Management within resources and according to the prescripts of the Western Cape Department of Health and Wellness. Comprehensive People Management and development of staff in relevant and delegated sections. Information Management to promote service delivery policy development and implementation at WCRC. Liaison with internal (DOH) stakeholders to improve continuity of care. Liaison with external stakeholders in respect with training, research and innovation in the field.

ENQUIRIES : Ms Janine Y White, tel. no. (021) 370- 2317
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. Short-listed candidates will be subjected to a practical test and competency assessment. The pool of applicants will be considered for other vacant Chief Occupational Therapist posts within the Chief Directorate: Metro Health Services, for a period of 3 months from the date of advert.

CLOSING DATE : 12 August 2024

POST 26/77 : **OPERATIONAL MANAGER NURSING (GENERAL: ARV/HIV)**
 Chief Directorate: Metro Health Services

SALARY : R520 560 per annum
CENTRE : Elsies River Community Health Centre
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. Registration with a professional council: Registration with the SANC as a Professional Nurse. Experience: A Minimum of 7 years of appropriate/recognisable nursing experience after registration as a Professional Nurse with the SANC in General Nursing. Inherent requirement of the job: Valid (Code B/EB) driver's license and willingness to work after hours. Competencies (knowledge/skills): Good management, supervisory and decision-making skills. Knowledge and insight of legislation and policies, relevant to current nursing practice within the Public Service. Experience in working in an ARV/HIV setting. Disciplinary and conflict management skills, computer literacy (MS Word and Excel).

DUTIES : (key result areas/outputs): Supervise the unit and ensure proper utilization of physical, human and financial resources in accordance with legislation and policies. Provide management support, guidance, and direction to personnel under her/his supervision towards the realization of strategic goals and objectives. Maintain constructive working relationships with multi-disciplinary teamwork and other relevant stakeholders. Participate in health promotion initiatives, and HAST audits and contribute to their evaluation and improvement plans. Effective operational management at the clinic level. Professional development, i.e. assessing, in-service training needs, planning the implementation of training programmes.

ENQUIRIES : Ms. G. Naude, tel. no. (021) 204-9400
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. The pool of applicants will be considered for other vacant Operational Manager Nursing General (ARV/HIV) posts within the Chief Directorate: Metro Health Services, for a period of 3 months from the date of the advert. Candidates will be subjected to a practical/written assessment.

CLOSING DATE : 12 August 2024

POST 26/78 : **CLINICAL NURSE PRACTITIONER: GRADE 1 TO 2 (PRIMARY HEALTH CARE)**
 Garden Route District

SALARY : Grade 1: R451 533 (PN-B1) per annum
 Grade 2: R553 545 (PN-B2) per annum
CENTRE : Sedgfield 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. A post-basic nursing qualification with a duration of at least 1 year in Clinical Nursing Science, Health Assessment, Treatment and Care accredited with the SANC (48). Registration with a professional council: Registration with the SANC as a

Professional Nurse and Midwife. Experience: **Grade 1:** A minimum of 4 years of appropriate/recognisable nursing experience after registration with the SANC as a Professional Nurse in General Nursing. **Grade 2:** A minimum of 14 years of appropriate/recognisable nursing experience after registration with the SANC as a Professional Nurse in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1-year post-basic qualification in the relevant speciality. Inherent requirements of the job: Valid (Code B/EB) driver's licence and willingness to travel. Must be able to operate mobile clinic vehicle. Competencies (knowledge/skills): NIMART training or experience. Problem-solving, report writing, liaison and facilitation skills. Basic computer skills (i.e., MS Word, Excel, Outlook).

DUTIES : (key result areas/outputs): Management of the Burden of Disease according to the Comprehensive Health programme. Quality of service Plan and implement Health Promotion and Prevention activities in the facility and community. Link with the community structures and NPO's. Collect data and submit reports on or before time. Manage human resources under supervision. Financial, SCM, Strategy and Health Support, Infrastructure and Equipment Management.

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. 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 to candidates who apply for the first time for registration in the post-basic qualification: Diploma in Clinical Nursing Science, Health Assessment, and Treatment Care.

CLOSING DATE : 12 August 2024

POST 26/79 : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALITY: PSYCHIATRY)**
Cape Winelands Health District

SALARY : Grade 1: R451 533 per annum
Grade 2: R553 545 (PN-B2) per annum

CENTRE : Stellenbosch 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. A post-basic nursing qualification with a duration of at least 1 year accredited with the SANC in Advanced Psychiatric Nursing Science. Registration with a professional council: Registration with the SANC as a Professional Nurse. Experience: **Grade 1:** A minimum of 4 years of appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. **Grade 2:** A minimum of 14 years of appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in Psychiatry after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirement of the job: Valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Good psychosocial- and health assessment skills and knowledge of Mental Health Legislation and Psychopharmacology. Good problem-solving, communication, interpersonal, planning and organisational skills. Ability to communicate (verbal and written).

DUTIES : (key result areas/outputs): Actively participate as a specialist nurse in the provision of acute and chronic mental health care to clients of all age groups at Health Care facilities in the Sub-district, including hospitals and clinics. Make bio-psychosocial health assessments that are culturally sensitive design and implement treatment plans and critically evaluate outcomes. Prescribe appropriate medication within the scope of the mental health care nurse in the rural district setting. Incorporate and implement the mental health care protocols in the Stellenbosch Sub-district. Competent with implementing the Mental Health Care Act when applicable and available to train others on how to implement it appropriately. - Promote and maintain mental health and manage the effects of mental illness through education, counselling and psycho-social rehabilitation. Participate in the training and clinical supervision support of other health care providers and collaborate cohesively within the mental health care multidisciplinary team.

ENQUIRIES : Dr LB Eksteen, tel. no. (021) 808-6135

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 required qualifications will be appointed into the general stream, and they will be required to obtain the necessary qualifications within a predetermined period of time. "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 to candidates who apply for the first time for registration in the post-basic qualification: in Advanced Psychiatric Nursing Science with the South African Nursing Council."

CLOSING DATE : 12 August 2024

| | | |
|--------------------------------------|---|--|
| <u>POST 26/80</u> | : | <u>PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: TRAUMA AND EMERGENCY)</u> Chief Directorate: Rural Health Services |
| <u>SALARY</u> | : | Grade 1: R451 533 per annum Grade 2: R553 545 per annum |
| <u>CENTRE REQUIREMENTS</u> | : | George Regional Hospital |
| | : | Minimum educational qualifications: Basic R425 qualification (i.e., diploma/degree in nursing) or equivalent qualification that allows registration with the South African Council (SANC) as a Professional Nurse. A post-basic nursing qualification with a duration of at least 1 year in Medical and Surgical Nursing Science: Trauma and Emergency Nursing. Registration with a professional council: Proof of current annual registration with SANC. Experience: Grade 1: A minimum of 4 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 14 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in Trauma and Emergency Nursing science after obtaining the 1-year post-basic qualification in the relevant specialty. Inherent requirement of the job: Willingness to work shifts, day and night duty, weekends and public holidays to meet the operational requirements. Competencies (knowledge/skills): Knowledge of relevant legislation and policies of the Department of Health Western Cape. Skills to plan, organise & coordinate the service by analysing, problem solving & decision making. Leadership towards the realisation of strategic goals and objectives of the Intensive and High care unit. |
| <u>DUTIES</u> | : | (key result areas/outputs): Ensure quality patient care regarding the identification of nursing care needs, the planning and implementation of nursing care plans and the education of nursing personnel as a Professional Nurse in the Trauma & Emergency department. Render and supervise specialized clinical nursing care and support clinical staff with surgical and medical procedures. Utilize human, material and physical resources efficiently and effectively. Maintain and promote professional growth/ethical standards and development of self and others. Display of core values of the Department of Health WCG in the execution of duties, while practising within the legislation, regulations and protocols applicable to the public service. |
| <u>ENQUIRIES APPLICATIONS</u> | : | Ms LK De Goede tel. no. (044) 802-4352 |
| | : | Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications"). |
| <u>NOTE</u> | : | No payment of any kind is required when applying for this post. "Candidates who are not in possession of the required qualifications will be appointed into the general stream, and they will be required to obtain the necessary qualifications within a predetermined period of time. "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 to candidates who apply for the first time for registration in the post-basic qualification in: Critical Care Nursing: Trauma and Emergency. |
| <u>CLOSING DATE</u> | : | 12 August 2024 |
| <u>POST 26/81</u> | : | <u>CLINICAL NURSE PRACTITIONER GRADE 1 TO 2 (PHC) (2 POSTS)</u> Overberg District |
| <u>SALARY</u> | : | Grade 1: R451 533 (PN-B1) per annum Grade 2: R553 545 (PN-B2) per annum (Plus, an 8% non-pensionable rural allowance of your annum basic salary) |
| <u>CENTRE REQUIREMENTS</u> | : | Villiersdorp Clinic |
| | : | 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 a 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 a Professional Nurse. Experience: Grade 1: A minimum of 4 years of appropriate/recognisable nursing experience after registration with the SANC as a Professional Nurse in General Nursing. Grade 2: A minimum of 14 years of appropriate/recognisable nursing experience after registration with the SANC as a Professional Nurse in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1-year post-basic qualification in the relevant speciality. Inherent requirement of the job: Valid (Code B/EB) driver's licence and willingness to travel. Competencies (knowledge/skills): NIMART training or experience. Excellent communication skills (written and verbal). Problem-solving, report writing, liaison and facilitation skills. Basic computer skills (i.e., MS Word, Excel, Outlook). |
| <u>DUTIES</u> | : | (key result areas/outputs): Management of the Burden of Disease according to the Comprehensive Health Programme. Quality of service Plan and implement Health Promotion and Prevention activities in the facility and community. Link with the community structures and NPO's. Collect data and submit reports on or before time. Manage human resources under supervision. Financial, SCM, Strategy and Health Support, Infrastructure and Equipment Management. |
| <u>ENQUIRIES APPLICATIONS</u> | : | Ms H Human, tel. no. (028) 814-3717 |
| | : | 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 to candidates who apply for the first time for registration in the post-basic qualification: Diploma in Clinical Nursing Science, Health Assessment, and Treatment Care.
- CLOSING DATE** : 12 August 2024
- POST 26/82** : **CLINICAL NURSE PRACTITIONER: GRADE 1 TO 2 (PRIMARY HEALTH CARE)**
West Coast District
- SALARY** : Grade 1: R451 533 per annum
Grade 2: R553 545 per annum
- CENTRE** : Sandy Point Clinic
- 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. A post-basic qualification with a duration of at least 1 year Diploma in Clinical Nursing Science: Health Assessment, Treatment and Care accredited with the SANC (i.e. R48). Registration with a professional council: Registration with the SANC as a Professional Nurse and midwife. Experience: **Grade 1:** A minimum of 4 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. **Grade 2:** A minimum of 14 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in the specific speciality after obtaining the one-year post-basic qualification with the SANC. Inherent requirement of the job: A valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Knowledge of the Nursing Act and relevant regulations. Knowledge of the Medicines Control Act, Mental Health Care Act, Child Health Act and other relevant legislation. (key result areas/outputs): Effective management and execution of relevant Curative Programmes within the scope of practice and being an advocate for the patient to ensure the provision of necessary health care. Effective management and execution of relevant Child Health within the scope of practice and being an advocate for the patient to ensure the provision of necessary health care. Effective management and execution of relevant Woman's Health Services within the scope of practice and to be an advocate for the patient to ensure the provision of necessary health care. Effective management and execution of relevant HAST programmes within the scope of practice and to be an advocate for the patient to ensure the provision of necessary health care.
- DUTIES** :
- ENQUIRIES** : Ms A Louw, tel.no. (022) 7095-066
- APPLICATIONS** : Applications are submitted online via 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 to candidates who apply for the first time for registration in the post basic qualification: Diploma in Clinical Nursing Science, Health Assessment, Treatment Care.
- CLOSING DATE** : 12 August 2024
- POST 25/83** : **BED MANAGER (NIGHT DUTY)**
- SALARY** : R444 036 per annum
- CENTRE** : Groote Schuur Hospital
- REQUIREMENTS** : Minimum educational qualification: Appropriate three National Diploma/ Degree registrable with an appropriate Health Professional Council. Experience: Appropriate experience in a hospital setting in Nursing, Healthcare or Therapy. Appropriate managerial experience. Inherent requirements of the job: Valid Code B/EB driver's licence. Willingness to work shifts – Monday – Friday 3 pm- 11 pm. Competencies (knowledge/skills): Knowledge and insight of relevant legislation and policy related to bed management within the public sector, and the ability to deliver quality service. Ability to promote quality service through the setting, implementation and monitoring of policy and standards. Physical fitness and endurance to stand and walk for extended periods of time. Ability to think and function independently must have computer literacy skills, to collect and collate information, to critically analyse data and produce reports. (key result areas/outputs): Responsible for planning, managing, coordinating and maintaining patient flow activities relating to bed management at Groote Schuur Hospital. Utilise and manage resources with a focus on cost containment. Participate in training, development, quality improvement initiatives and research. Deliver support and provide feedback to the institution and department regarding optimal utilisation of Hospital inpatient facilities and resources. Manage, evaluate and report on all aspects of patient flow management.
- DUTIES** :
- ENQUIRIES** : Mrs R. Sutcliffe, tel. no. (021) 404-2092
- 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.

| | | |
|----------------------------|---|---|
| <u>CLOSING DATE</u> | : | 12 August 2024 |
| <u>POST 26/84</u> | : | <u>ASSISTANT DIRECTOR: SUPPLY CHAIN MANAGEMENT (SYSTEMS)</u> Directorate: Supply Chain Management (Service Desk) |
| <u>SALARY</u> | : | R444 036 per annum |
| <u>CENTRE</u> | : | Head Office, Cape Town (Based in Bellville) |
| <u>REQUIREMENTS</u> | : | Minimum educational qualifications: An appropriate 3-year National Diploma/Degree. Experience: Appropriate experience in Supply Chain Management Systems. Appropriate advanced LOGIS and IPS/e-PS experience. Inherent requirements of the job: Ability to communicate effectively (written and spoken). A valid (Code B/EB) driver's licence. Willingness to travel. Office base at Bellville. Competencies (knowledge/skills): Knowledge and application of relevant Supply Chain Management legislation/policies. Proficient in advanced computer skills, particularly in the Microsoft Office Suite (Word, Excel, PowerPoint), with expertise in advanced functions and features. Understanding and hands-on experience in reporting Supply Chain Management (SCM) data to both internal and external stakeholders. Skilled in data analytics, advanced reporting techniques, and the ability to interpret reporting data to draw meaningful insights and make informed decisions. Advanced knowledge and experience in working with systems such as LOGIS and e-PS, with a deep understanding of their functionalities and capabilities as well as the capability to analyse and interpret data within these systems for effective decision-making. Knowledgeable about additional systems like CSD and WCSEB, with the capability to analyse and interpret data within these systems for effective decision-making. Capable of presenting data in a clear, organized, and insightful manner, utilizing advanced features of presentation software to visualize data effectively. Proficient in advanced problem-solving techniques, leveraging computer tools and resources effectively to analyse complex issues and make strategic decisions. Capacity to adapt quickly to new technologies and software applications, ensuring optimal productivity and efficiency while utilizing advanced systems for data analysis and interpretation. Ability to work independently and as part of a team, Work under pressure and cope with a high workload. Excellent human relations abilities. |
| <u>DUTIES</u> | : | (key result areas/outputs): Manage Systems Team. Manage Reporting of Supply chain information. Perform data analytics to inform strategic decision-making. Ensure audit compliance with all statistics and data set reporting requirements. Manage utilization and implementation of all Supply Chain systems including enhancements. Coordinate training on systems. Management of Departmental LOGIS System Controller function. Compilation and Maintenance of departmental manuals and procedures on Supply Chain Systems. Management of Supply Chain Management Support Desks. Management of LOGIS contract module for the Department. Represent Western Cape Department of Health in working groups related to any Supply Chain Management systems integration. |
| <u>ENQUIRIES</u> | : | Mr S Appolis, tel. no. (021) 483-3862 |
| <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. Shortlisted candidates may also be required to undergo competency assessments/proficiency tests. |
| <u>CLOSING DATE</u> | : | 12 August 2024 |
| <u>POST 26/85</u> | : | <u>CHIEF FORENSIC OFFICER</u> Chief Directorate: Emergency and Clinical Services Support |
| <u>SALARY</u> | : | R376 413 per annum |
| <u>CENTRE</u> | : | Forensic Pathology Services |
| <u>REQUIREMENTS</u> | : | Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate People Management, Supply Chain and Finance experience. Appropriate Supervisory experience in a Forensic Mortuary. Extensive Forensic Pathology Operational experience. Inherent requirements of the job: Ability to lift and work with corpses (mutilated, decomposed, infectious viruses, etc.). Valid Code B/EB Driver's license. Will be required to deliver testimony in court proceedings. Will be required to wear a uniform. Will be required to work standby (after hours). Competencies(knowledge/skills): Ability to achieve and maintain good interpersonal and working relations with staff and clients, with knowledge of the core values of the Department. Above-average ability to communicate clearly and discreetly in person and in writing. Above-average computer and software literacy in at least MS Excel and Word. Competent in numerical assessment, planning, forecasting and checking (budget, procurement, stores, claims, etc.). Good working knowledge of IT Packages (FPS Business System, Live Link). Knowledge and application of policies. Planning skills. |
| <u>DUTIES</u> | : | (key result areas/outputs): Effective Clinical Service delivery and management of Major Incidents in the service area. Effective Electronic Information and Document Management. Effective Human Resource Management. Effective Management of Finance, Assets and Infrastructure. Manage the facility and service area through strategic operational planning, communication and resource allocation. |
| <u>ENQUIRIES</u> | : | Sean.Fyfe@westerncape.gov.za |
| <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. The candidate will be subjected to an interview and competency test. Candidates will be subjected to security clearance prior to appointment. Shortlisted candidates may be subjected to a psychometric evaluation. |

CLOSING DATE : 12 August 2024

POST 26/86 : **CASE MANAGER**
West Coast District

SALARY : R376 413 per annum
CENTRE : Vredenburg Hospital
REQUIREMENTS : Minimum educational qualification: Appropriate three-year health related National Diploma/Degree or equivalent registrable with the Health Professions Council of South Africa (HPCSA) or South African Nursing Council (SANC). Experience: Appropriate experience in Case Management/Medical Aid Environment or Revenue Generation. Inherent requirements of the job: Willingness to travel and spend long periods away from the office. A valid Code (B/EB) Driver's Licence. Competencies (knowledge/skills): Managed Health Care or Hospital Information Systems and EDI (Electronic Data Interchange). Benefit (PMB) legislation i.e. the Chronic Disease List (CDL) and Diagnostic Treatment Pairs (DTP). Experience in ICD-10 Code assignment and the ability to link patient diagnosis with procedural codes. Ability to work with Excel spreadsheets, Microsoft Word, and web-based programs (medical aids).

DUTIES : (key result areas/outputs): Co-ordinate the workflow processes between clinical and admin personnel by liaising, guiding, and supporting the fees department and the relevant hospital staff with the identification of prescribed minimum benefits. Efficiently and effectively communicate and update clinical information for externally funded clients. Control the correctness of the hospital bills, medical aids, road accident fund and privately funded patients by the efficient and effective interpretation and implementation of Case Management policies, protocols, and procedures within the hospital. Assist with the implementation of departmental case management policies and procedures by providing onsite skills development and training of relevant role players in matters relating to Case management. Provide quotations to privately funded and foreign patients.

ENQUIRIES : Ms JE Basson, tel. no. (022) 709-7276
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post. This post will not be linked to any of the Occupational Specific Dispensations.

CLOSING DATE : 12 August 2024

POST 26/87 : **OCCUPATIONAL THERAPIST: GRADE 1 TO 3**
West Coast District

SALARY : Grade 1: R376,524 per annum
Grade 2: R439 755 per annum
Grade 3: R514 785 per annum

CENTRE : Bergriver Sub-District
REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows for the required registration with the Health Professions Council of South Africa (HPCSA) as an Occupational Therapist. Registration with a professional council: Registration with the HPCSA as an Occupational Therapist. Experience: **Grade 1:** None after registration with HPCSA as an Occupational Therapist. Minimum of 1 year relevant experience after registration with the Health Professional Council of South Africa (HPCSA) as an Occupational Therapist 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 HPCSA as an Occupational Therapist. Minimum of 11 years relevant experience after registration with the Health Professional Council of South Africa (HPCSA) as an Occupational Therapist 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 HPCSA as an Occupational Therapist. Minimum of 21 years relevant experience after registration with the Health Professional Council of South Africa (HPCSA) as an Occupational Therapist in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Inherent requirement of the job: A valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Good Computer Skills (MS Word, Excel, Outlook). Good interpersonal and organisational skills and the ability to function under pressure. Ability to work independently and in a multi-disciplinary team. Knowledge of Community Oriented Primary Care.

DUTIES : (key result areas/outputs): Delivery of optimal outcomes-based intervention to patients in the community according to occupational therapy principles and protocols. Mobility and assistive device services rendered in the community. Facilitation of training for health personnel, clients, their families, volunteers, and inter-departmental personnel. Perform administrative tasks relating to department and skills developmental and training for Occupational Therapist. General support to supervisor and colleagues within the subdistrict.

ENQUIRIES : Ms ME Ramokgadi, tel. no. (022) 913-3062
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 : 12 August 2024

POST 26/88 : **SENIOR ADMINISTRATIVE OFFICER: HUMAN RESOURCES**
Chief Directorate: Metro Health Services

SALARY : R376 413 per annum
CENTRE : Helderberg Hospital
REQUIREMENTS : Minimum educational qualification: Appropriate three-year National Diploma/Degree in Human Resources field. Experience: Appropriate Human Resource Administration experience. Appropriate Supervisory experience. Appropriate PERSAL experience. Inherent requirement of the job: Valid Code (EB/B) driver's licence. Competencies (Knowledge/Skills): Sound practice knowledge and experience of the PERSAL system. Knowledge of the Public Service Act and resolution, various OSD's, Human Resource Policies, Resolutions and Agreements. Ability to ensure compliance and identify irregularities in the application of human resource policies and practices. Proficient in MS Office (Word, Excel, Email and PowerPoint).

DUTIES : (key result areas/outputs): Adhere and correct application to all transversal personnel practices, policies and procedures, including all employment practices, Conditions of Service and Terminations, Appointments, Pensions, PILIR, Structuring of packages, SPMS, Establishment Administration, RWOEE, Commuted Overtime and Recruitment and Selection etc. Ensure Human Resource compliance and rectification of Auditor-General reports, Internal Auditors reports, as well as Human Resource Management compliance reports. Render a support and advisory service with regards to Personnel Administration and Human Resource Management as well as monitoring compliance with Human Resources policies. Manage and supervise the general staff office including the development of Human Resource Officials in all aspects (SPMS, Discipline, training of staff). Ensure compliance with human resource practices, policies, resolutions and collective agreements. Responsible for HR-related statistics and the effective usage of PERSAL system.

ENQUIRIES : Mr S Petersen, tel. no. (021) 850-4700
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 : 12 August 2024

POST 26/89 : **SENIOR ADMINISTRATIVE OFFICER: SUPPLY CHAIN MANAGEMENT**
Chief Directorate: Metro Health Services

SALARY : R376 413 per annum
CENTRE : Alexandra Hospital
REQUIREMENTS : Minimum educational qualification: An appropriate 3-year National Diploma or Degree. Experience: Appropriate experience in Supply Chain Management. Appropriate supervisory experience. Competencies (knowledge/skills): Good managerial, reporting and report-writing skills. Computer literacy (Microsoft Office). Sound knowledge of applicable policies (PFMA, AO System, Treasury Instructions and HRM). Proven ability to work independently in a high-pressure environment, managing multiple projects while complying with due dates. Extensive knowledge of the LOGIS system.

DUTIES : (key result areas/outputs): Ensure the effective and efficient application of procurement policies and processes, including demand management, acquisition management, contract management, logistics management, asset and disposal management and the institutionalisation of proper SCM practices. Responsible for assessing and improving SCM performance and risk management, including establishing and adhering to internal controls. Responsible for timely and accurate reporting, including reporting on the financial treatment and disclosure of assets, inventories and SCM-related indicators. Ensure compliance with PFMA, Treasury-, Financial- and SCM Instructions. Perform SCM leadership functions by advising and guiding all staff in the hospital as well as management and control of logistical and support services for the Supply Chain Department. Supervise sub-ordinates and management of all Human Resource related functions within the component including training and guidance to staff on Supply Chain Management functions.

ENQUIRIES : Mr G Marola, tel. no. (021) 503-5069.
APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
NOTE : Shortlisted candidates will be subjected to a practical assessment. No payment of any kind is required when applying for this post. The pool of applicants will be considered for other Senior Administrative Officer: SCM posts within the Chief Directorate: Metro Health Services for a period of 3 months from the date of the advert.

CLOSING DATE : 12 August 2024

POST 26/90 : **ARTISAN FOREMAN GRADE A**
Chief Directorate: Metro Health Services

SALARY : R362 130 per annum
CENTRE : Victoria Hospital

| | | |
|----------------------------|---|--|
| <u>REQUIREMENTS</u> | : | Minimum educational qualification: Appropriate Trade Test Certificate. Experience: Artisan Foreman 5 years' experience as an Artisan after obtaining the Trade Test Certificate. Inherent requirement of the job: Valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Good computer literacy skills. Knowledge of Maintenance in the health sector. Knowledge and understanding of relevant policies and legislation related to the Health Department, in particular the Occupational Health and Safety Act. Experience in customer care and reporting on Maintenance issues. |
| <u>DUTIES</u> | : | (key result areas/outputs): Effectively coordinate and manage the Maintenance department at Victoria Hospital. Ensuring the development of staff within the Maintenance department. Repair of all equipment and installations. Production work. Ensure the efficient maintenance of hospital equipment. |
| <u>ENQUIRIES</u> | : | Mrs Y. Nelukalo tel. no. (021) 799-1123 |
| <u>APPLICATIONS</u> | : | Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications") |
| <u>NOTE</u> | : | Shortlisted candidates may be required to undergo a competency assessment. The pool of applicants will be considered for other vacant Artisan Foreman posts within the Chief Directorate Metro Health Services, for a period of 3 months from the date of advert. No payment of any kind is required when applying for this post. |
| <u>CLOSING DATE</u> | : | 12 August 2024 |
| <u>POST 26/91</u> | : | <u>PROFESSIONAL NURSE: GRADE 1 TO 3 (GENERAL NURSING)</u> |
| <u>SALARY</u> | : | Grade 1: R307 473 per annum Grade 2: R375 480 per annum Grade 3: R451 533 per annum (Plus a non-pensionable rural allowance of 12% of basic annual salary) |
| <u>CENTRE</u> | : | Prince Albert 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. Registration with a professional council: Registration with the SANC as a Professional Nurse. Experience: Grade 1: None. Grade 2: A minimum of 10 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Grade 3: A minimum of 20 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirement of the job: Willing to work shifts and overtime. Competencies (knowledge/skills): Ability to function/make decisions independently and as part of a multi-disciplinary team. Basic computer skills in MS Word, Excel, Outlook. Knowledge of relevant legislation and policies of the Department of Health Western Cape. |
| <u>DUTIES</u> | : | (key result areas/outputs): Provide optimal, holistic nursing care. Provision of effective control and management of equipment and stock. Administrative responsibilities and information management. Effective utilization of resources. Participate in training and research. Provide support to Nursing Services. Maintain professional growth/ethical standards and self-development. |
| <u>ENQUIRIES</u> | : | Ms S Frieslaar, tel.no. (023) 814-2982 |
| <u>APPLICATIONS</u> | : | Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications"). |
| <u>NOTE</u> | : | 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 a change in registration status)". |
| <u>CLOSING DATE</u> | : | 12 August 2024 |
| <u>POST 26/92</u> | : | <u>PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL NURSING)</u> Overberg District |
| <u>SALARY</u> | : | Grade 1: R307 473 (PNA2) per annum Grade 2: R375 480 (PNA3) per annum Grade 3: R451 533 (PNA4) per annum (Plus, 8% non-pensionable rural allowance of your annum basic salary) |
| <u>CENTRE</u> | : | Swellendam PHC (HAST), stationed at Swellendam Hospital |
| <u>REQUIREMENTS</u> | : | Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with a professional council: Registration with the SANC as a Professional Nurse. Experience: Grade 1: None after registration as a Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 10 years of appropriate/recognizable experience in nursing after registration at SANC as a Professional Nurse in General Nursing. Grade 3: A minimum of 20 years of appropriate/recognizable experience in nursing after registration with the SANC as a Professional Nurse in General Nursing. Inherent requirements of the job: Valid (Code B/EB/C1) driver's licence. Willingness to work overtime when necessary. It will be expected of the candidate to perform clinical functions within the hospital. Competencies (knowledge/skills): |

Ability to function/make decisions independently and as part of a multi-disciplinary team. Good communication, interpersonal relationships, exceptional leadership and conflict resolution skills. Basic computer skills in MS Word, Excel, and Outlook. Knowledge of relevant legislation and policies of the Department of Health Western Cape.

DUTIES : (key result areas/outputs): Provide direction and supervision for the implementation of the nursing plan (Clinical practice/quality patient care). Implement standards, practices, criteria, and indicators for quality nursing (quality of practice). 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. Utilize human, material, and physical resources efficiently.

ENQUIRIES : Ms F Vermeulen, tel. no. (028) 514-1142

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 to health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for a change in registration status)".

CLOSING DATE : 12 August 2024

POST 26/93 : **PHARMACIST ASSISTANT (POST BASIC) GRADE 1 TO 3**
Garden Route District

SALARY : Grade 1: R250 947 per annum
Grade 2: R290 436 per annum
Grade 3: R313 308 per annum

CENTRE : Kwanokuthula CDC, Knysna/Bitou Sub District

REQUIREMENTS : Minimum educational qualification: As required by the training facility and the South African Pharmacy Council (SAPC) plus the Post-Basic Pharmacist Assistant qualification that allows registration with the SAPC as a Pharmacist Assistant (Post-Basic) (Institutional). Registration with a professional council: Registration with the SAPC as a Pharmacist's Assistant (Post-Basic) (Institutional). Experience: **Grade 1:** None after registration with the SAPC as Pharmacist's Assistant (Post-Basic) (Institutional). **Grade 2:** A minimum of 5 years of appropriate experience as a Pharmacist Assistant after registration as a Pharmacist Assistant (Post-Basic) (Institutional) with the SAPC. **Grade 3:** A minimum of 13 years of appropriate experience as a Pharmacist Assistant after registration as a Pharmacist Assistant (Post-Basic) (Institutional) with the SAPC. Inherent requirement of the job: Valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Good computer literacy. Fluent in JAC. Ability to work as part of a team or independently. Ability to work under pressure.

DUTIES : (key result areas/outputs): Assist with issuing of pharmaceutical products and ensure quality provision of Pharmaceutical Care, including prescription evaluation. Working under both direct and indirect supervision of a Pharmacist. Assist with the control of stock by managing the safe and reliable procurement, storage, control and distribution of quality pharmaceuticals. Assist with the support of chronic medication delivery. Assist with the packing of pharmaceutical products. Assist with the control and distribution of finished pharmacy products. Assist with the collation and organising of information for research purposes and any reasonable job-related requests within the scope of practice of the Pharmacist Assistant: Post Basic.

ENQUIRIES : Ms GA Turner, 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. Candidates may be requested to perform a practical test. "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 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 to health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for a change in registration status)". The appointment will be subject to a 12-month probationary period. Should the employee not meet the conditions of their appointment within the agreed timeframes, the probationary period may be extended, or the employee may be dismissed.

CLOSING DATE : 12 August 2024

POST 26/94 : **ADMINISTRATION CLERK: SUPPORT (SCM)**
West Coast District

SALARY : R216 417 per annum

CENTRE : Vredenburg Hospital

REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Area's (KRA's) of the post. Experience: Appropriate administrative experience in line with the Duties (key result areas/outputs). Inherent requirements of the job: Valid (Code B/EB) driver's licence. Computer

literacy (MS Word, Excel and Outlook). Willingness to perform overtime/standby duties when required. Competencies (knowledge/skills): Knowledge of registry, the LOGIS system, and contract management. Good communication, interpersonal skills and ability to work under pressure.

DUTIES : (key result areas/outputs): Render an effective daily registry, posting, banking, archiving and other administrative-related duties function for Vredenburg Hospital. Assist in effective and efficient control of Equipment and Consumables within the Support Services component. Assist and support in rendering an effective and responsive function w.r.t Telecom Operator Service, Spectacle Service and Transport officer with managing of GG transport. Provide an effective support function to the AO of Support Services with daily tasks pertaining to the following: (Laundry, Cleaning Services, Security, Grounds Maintenance and Contract Management).

ENQUIRIES : Mr A Van Vuuren, tel. no. (022) 709-5069

APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : Candidates may be subjected to a competency test. No payment of any kind is required when applying for this post. As directed by the Department of Public Service and Administration, applicants must note that further checks will be conducted once they are shortlisted and that their appointment is subject to positive outcomes on these checks, which include security clearance, qualification verification, criminal records and previous employment.

CLOSING DATE : 12 August 2024

POST 26/95 : **ADMINISTRATION CLERK: HUMAN RESOURCE MANAGEMENT**
West Coast District

SALARY : R216 417 per annum

CENTRE : Saldahna PHC

REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in People Management and PERSAL. Inherent requirement of the job: A valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Good computer (MS Word, Excel, PowerPoint, Outlook), numeracy and mathematical skills. Knowledge of the People Management prescripts in the Public Service. Good interpersonal and organisational skills and the ability to function under pressure and meet deadlines.

DUTIES : (key result areas/outputs): Responsible for recruitment and selection, appointments, sessional appointments, service terminations, promotions, translation in rank and transfers of personnel on the PERSAL system, SPMS and OSD-related matters. Handle all aspects pertaining to People Management i.e. salary matters, commuted overtime, housing allowances and pension matters. Handle all personnel queries and correspondence, resignations, retirements, deaths and medical boarding. Responsible for leave and PILIR handling, auditing of personnel and leave folders. Application of general administration, office correspondence, enquiries and supervisor support and implementation and application of People Management policies.

ENQUIRIES : Mr D Pekeur, tel. no. (022) 814-0339

APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : Candidates may be subjected to a competency test. No payment of any kind is required when applying for this post. As directed by the Department of Public Service and Administration, applicants must note that further checks will be conducted once they are shortlisted and that their appointment is subject to positive outcomes on these checks, which include security clearance, qualification verification, criminal records and previous employment.

CLOSING DATE : 12 August 2024

POST 26/96 : **ADMINISTRATION CLERK: WARDS (ADMISSIONS)**
Overberg District

SALARY : R216 417 per annum

CENTRE : Otto du Plessis Hospital

REQUIREMENTS : Minimum educational qualifications: Senior Certificate (or equivalent). Experience: Appropriate administrative experience in a health environment with experience with HECTIS & CLINICOM System. Inherent requirement of the job: Willingness to work 12-hour shifts (which include night duty, weekends and public holidays) and work overtime on short notice. Competencies (knowledge/skills): Knowledge of HECTIS & Clinicom. Knowledge of Hospital Fees Memorandum 18 and UPFS. Computer literacy (MS Word and Excel) and knowledge of record-keeping procedures. Ability to accept accountability and responsibility and to work independently and unsupervised.

DUTIES : (key result areas/outputs): Registration and capturing of patient information. Responsible for revenue control which includes receipt of money, issue of accounts and safekeeping of patient's valuables. Reception tasks attend to patient queries and folder management. Medical records functions: Keep records, file, retrieve folders, trace old folders, destruct folders and compile new folders. Effective assistance and support to supervisor, colleagues and other institutions.

ENQUIRIES : Ms S Laubscher, tel.no. (028) 425-1168

APPLICATIONS : Applications are submitted online via 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.

| | | |
|----------------------------|---|---|
| <u>CLOSING DATE</u> | : | 12 August 2024 |
| <u>POST 26/97</u> | : | <u>STAFF NURSE (GRADE 1 TO 3) (SPECIALISED NURSING)</u> Overberg District |
| <u>SALARY</u> | : | Grade 1: R209 112 per annum Grade 2: R248 613 per annum Grade 3: R290 805 per annum |
| <u>CENTRE</u> | : | Swellendam Hospital |
| <u>REQUIREMENTS</u> | : | Minimum educational qualification: Qualification that allows registration with the SANC as an Enrolled Nurse. Registration with a professional council: Registration with SANC as an Enrolled Nurse. Experience: Grade 1: None. Grade 2: A minimum of 10 years of appropriate/recognizable experience in nursing after registration with the SANC as an Enrolled Nurse. Grade 3: A minimum of 20 years of appropriate/recognizable experience in nursing after registration with the SANC as an Enrolled Nurse. Inherent requirement of the job: Willingness to work shifts, public holidays, after-hours, night duty and weekend cover for nursing. Competencies (knowledge/skills): Good communication skills (written and verbal). |
| <u>DUTIES</u> | : | (key result areas/outputs): Provide basic clinical nursing care. Development and implementation of basic patient care plans. Effective utilization of resources. Maintain professional growth/ethical standards and self-development. |
| <u>ENQUIRIES</u> | : | Ms F Vermeulen, tel. no. (028) 514-8419 |
| <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. 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 to health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for a change in registration status)". |
| <u>CLOSING DATE</u> | : | 12 August 2024 |
| <u>POST 26/98</u> | : | <u>EMS EMERGENCY CARE OFFICER: GRADE 1 AND 3 (BAA/AEA)</u> Chief Directorate: Emergency and Clinical Support Services |
| <u>SALARY</u> | : | Grade 1: R177 714 per annum Grade 3: R206 619 per annum |
| <u>CENTRE</u> | : | Emergency Medical Services, Central Karoo |
| <u>REQUIREMENTS</u> | : | Minimum educational qualification: Grade 1: Successful completion of an appropriate Basic Life Support (BLS) course that allows registration with the HPCSA as a Basic Ambulance Assistant (BAA). Grade 3: Successful completion of an appropriate Intermediate Life Support (ILS) course that allows registration with the HPCSA as an Ambulance Emergency Assistant (AEA). Registration with a professional council: Grade 1: Registration with the Health Professions Council of South Africa as a BAA. Grade 3: Registration with the Health Professions Council of South Africa as an AEA. Experience: None after registration with the Health Professions Council of South Africa (HPCSA) as a BAA or AEA. Inherent requirements of the job: Valid code C1 driver's license. Valid professional driver's permit (PrDP). Physical and mental fitness. Competencies (knowledge/skills): Good communication and interpersonal skills. Excellent knowledge of all levels of emergency care protocols within the scope of registration category. Computer literacy and skills. |
| <u>DUTIES</u> | : | (key result areas/outputs): Provide quality and efficient roadside-to-bedside definitive emergency care within defined emergency time frames within and across geographic and clinical service platforms. Make use of all communication tools as provided by the Employer to facilitate safe communication in relation to patient care protocols. Effectively maintaining Admin Function: complete manual and electronic patient care reports and trip authority log sheets. Maintenance of Emergency Vehicles and Equipment. Ensure effective communication with regard to patients, colleagues, other services and members of the Public. Provide effective support to the supervisor and participate in own well-being. |
| <u>ENQUIRIES</u> | : | Mr J Jansen (District Manager – Central Karoo) – tel. no. (044) 802-2500, Ms L Fortuin, tel.no. (023) 449-8249 |
| <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> | : | 12 August 2024 |
| <u>POST 26/99</u> | : | <u>EMS EMERGENCY CARE OFFICER GRADE 1 AND GRADE 3 (BAA/AEA)</u> Chief Directorate: Emergency and Clinical Support Services |
| <u>SALARY</u> | : | Grade 1: R177 714 per annum Grade 3: R206 619 per annum |
| <u>CENTRE</u> | : | Emergency Medical Services, Cape Winelands |
| <u>REQUIREMENTS</u> | : | Minimum educational requirements: Grade 1: Registration with the Health Professions Council of South Africa as a BAA. Grade 3: Registration with the Health Professions Council of South Africa as an AEA. Registration with a professional council: Registration with a professional council: Grade 1: Registration with the Health Professions Council of South Africa as a BAA. |

Grade 3: Registration with the Health Professions Council of South Africa as an AEA. Experience: None after registration with the Health Professions Council of South Africa (HPCSA) as a BAA or AEA. Inherent requirements of the job: Valid code C1 driver's licence. Valid professional driver's permit (PrDP). Physical and mental fitness. Competencies (knowledge/skills): Good communication and interpersonal skills. Excellent knowledge of all levels of emergency care protocols within the scope of the registration category. Computer literacy and skills. Ensure effective communication with regard to patients, colleagues, other services and members of the Public.

DUTIES : (key result areas/outputs): Provide quality and efficient roadside-to-bedside definitive emergency care within defined emergency time frames within and across geographic and clinical service platforms. -Make use of all communication tools as provided by the Employer to facilitate safe communication in relation to patient care protocols. Effectively maintaining Admin Function: complete manual and electronic patient care reports and trip authority log sheets. Maintenance of Emergency Vehicles and Equipment. -Ensure effective communication with regard to patients, colleagues, other services and members of the Public. Provide effective support to the supervisor and participate in own well-being.

ENQUIRIES : Mr I. Naidoo (District Manager – Cape Winelands) – tel. no (023) 346- 6022 /Ms A. Botha, tel. no. (023) 346-6022

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

NOTE : Shortlisted candidates will be expected to undergo a practical assessment.

CLOSING DATE : 12 August 2024

POST 26/100 : **NURSING ASSISTANT: GRADE 1 TO 3 (3 POSTS)**
Cape Winelands Health District

SALARY : Grade 1: R165 177 per annum
Grade 2: R192 675 per annum

CENTRE : Ceres Hopsital
REQUIREMENTS : Minimum educational qualification: Qualification that allows registration with the SANC as a Nursing assistant. Registration with a professional council: Registration with the SANC as a Nurse Assistant. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years appropriate/recognisable nursing experience after registration with the SANC as a Nursing Assistant. **Grade 3:** A minimum of 20 years appropriate/recognisable nursing experience after registration with SANC as a Nurse Assistant. Inherent requirements of the job: Willingness to work overtime when necessary. Will be required to work shifts, weekends, and public holidays. Must be prepared to assist in all departments according to operational needs. Ability to work under pressure. Competencies (knowledge/skills): Good communication, planning and interpersonal skills. Ability to communicate (verbal and written). Ability to work in the multidisciplinary team. Enhance patient care through the implementation of SOP's, policies and guidelines.

DUTIES : (key result areas/outputs): Monitor patient vital signs and report any abnormal findings. Provide bed and pressure care to patients. Reporting on patient safety and adverse incidents. Actively participating in In-service training interventions.

ENQUIRIES : Mr GH Vermeulen, tel. no. (023) 316-9600

APPLICATIONS : Applications are submitted online via 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 a change in registration status”).

CLOSING DATE : 12 August 2024

POST 26/101 : **NURSING ASSISTANT: GRADE 1 TO 3 (FEMALE/CHILDREN'S WARD)**
Garden Route District

SALARY : Grade 1: R165 177 per annum
Grade 2: R192 675 per annum
Grade 3: R227 070 per annum

CENTRE : Mossel Bay Hospital, Mossel Bay Sub-district
REQUIREMENTS : Minimum educational qualification: Qualification that allows registration with the SANC as a Nursing Assistant. Registration with a professional council: Registration with the SANC as a Nursing Assistant. Experience: **Grade 1:** None **Grade 2:** A minimum of 10 years of appropriate/recognisable experience in nursing after registration as a Nursing Assistant with the SANC. **Grade 3:** A minimum of 20 years of appropriate/recognisable experience in nursing after registration as a Nursing Assistant with the SANC. Inherent requirement of the job: Willing to work shifts, day and night duty and overtime. Competencies:(knowledge/skills): Good communication skills (written and verbal). Self-discipline and motivation.

DUTIES : (key result areas/outputs): Provide quality basic nursing care. Provide elementary clinical nursing care. Assist Patients with activities of daily living which includes Patient Hygiene,

| | | |
|----------------------------|---|--|
| | : | Nutritional status, mobility and elimination needs. Maintaining professional growth, Ethical standards and Self-development. Record keeping. |
| <u>ENQUIRIES</u> | : | Ms JA Mahlangu, tel. no. (044) 604-6104 |
| <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. "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 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 to health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for a change in registration status)" |
| <u>CLOSING DATE</u> | : | 12 August 2024 |
| <u>POST 26/102</u> | : | <u>NURSING ASSISTANT: GRADE 1 TO 3</u> Overberg District |
| <u>SALARY</u> | : | Grade 1: R165 177 per annum Grade 2: R192 675 per annum Grade 3: R227 070 per annum |
| <u>CENTRE</u> | : | Swellendam Hospital |
| <u>REQUIREMENTS</u> | : | Minimum educational qualification: Qualification that allows registration with SANC as a Nursing Assistant. Registration with a professional council: Registration with the SANC as a Nurse Assistant. Experience: Grade 1: None. Grade 2: A minimum of 10 years appropriate/recognizable experience in nursing after registration with the SANC as a Nursing Assistant. Grade 3: A minimum of 20 years appropriate/recognizable experience in nursing after registration with the SANC as a Nursing Assistant. Inherent requirement of the job: Willingness to work shifts, public holidays, after-hours, night duty and weekend cover for nursing. |
| <u>DUTIES</u> | : | (key result areas/outputs): Assist patients with activities of daily living (physical care). Provide elementary clinical nursing care. Maintain professional growth/ethical standards and self-development. Record keeping. |
| <u>ENQUIRIES</u> | : | Ms F Vermeulen, tel. no. (028) 514-1142 |
| <u>APPLICATIONS</u> | : | Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications") |
| <u>NOTE</u> | : | No payment of any kind is required when applying for this post. Candidates will be required to undergo a competency assessment. "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 a change in registration status)". |
| <u>CLOSING DATE</u> | : | 12 August 2024 |
| <u>POST 26/103</u> | : | <u>STERILIZATION OPERATOR PRODUCTION (CSSD) (3 POSTS)</u> |
| <u>SALARY</u> | : | R155 148 per annum |
| <u>CENTRE</u> | : | Groote Schuur Hospital |
| <u>REQUIREMENTS</u> | : | Minimum educational qualification: General Education and Training Certificate (GETC)/Grade 9 (Std 7). Experience: Appropriate experience. Inherent requirements of the job: Willingness to work shifts including weekends, public holidays and night duty. Willingness to work in any department within CPD (CSSD & Gas). Basic understanding of disinfection, decontamination and sterilization. Competencies (knowledge/skills): Ability to work in a co-operative way within a team context and willingness to be rotated within the CPD department. Good interpersonal relations skills. |
| <u>DUTIES</u> | : | (key result areas/outputs): Monitor, control and maintain adequate stock levels, report, and assist with investigation of lost instruments/equipment. Effective application of sterilisation processes and techniques and promote/adhere to infection control as well as health and safety regulations. Decontaminate, pack and sterilize instruments linen and supplies. Assist with cleaning and testing of sterilisation equipment, washing machine and autoclaves, lift-up and pushing heavy equipment. Maintain equipment in an optimum working condition and utilisation of resources. Use autoclaves, washing machines and equipment/consumables in a cost-effective manner. |
| <u>ENQUIRIES</u> | : | Ms R. Sutcliffe, tel.no. (021) 404-2092 |
| <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> | : | 12 August 2024 |
| <u>POST 26/104</u> | : | <u>MEDICAL OFFICER GRADE 1 TO 3 (SESSIONAL) (CONTRACT UNTIL 31 MARCH 2025)</u> Cape Winelands Health |
| <u>SALARY</u> | : | Grade 1: R457 per hour Grade 2: R521 per hour Grade 3: R603 per hour |

- CENTRE** : Drakenstein PHC Support and Outreach
- REQUIREMENTS** : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with a professional council: Registration with the HPCSA as Medical Practitioner. Experience: **Grade 1:** None after registration as a Medical Practitioner with the HPCSA in respect of SA qualified employees. One-year relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** A minimum of 5 years' appropriate experience as a Medical Practitioner after registration with the HPCSA as a Medical Practitioner in respect of SA qualified employees. A minimum of 6 years' relevant experience after registration as a Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 3:** A minimum of 10 years' appropriate experience as a Medical Practitioner after registration with the HPCSA as Medical Practitioner in respect of SA qualified employees. A minimum of 11 years' relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Inherent requirement of the job: A valid (code B/EB) driver's licence. Competencies (knowledge/skills): Knowledge of general medical and surgical conditions on hospital and PHC level and Knowledge applicable to South African TB and HIV care guidelines. Comprehensive evidence-based, direct patient-centred Clinical Service Provision in the District Health Service and computer literacy (MS Excel, Word, Outlook etc.) and good interpersonal, organizational and teamwork skills. Ability to communicate (verbal and in written). Ability and willingness to do outreach services to clinics throughout the Drakenstein Sub district (including Saron/Gouda), guiding health care colleagues in managing difficult PHC cases.
- DUTIES** : (key result areas/outputs): Provide quality outpatient care to patients in Drakenstein Sub-district Primary Healthcare facilities. Provide an Outreach and Support service to PHC facilities in the Drakenstein Sub district (including Saron & Gouda). Actively participate in skills transfer, training, and academic opportunities relevant to the post. Active involvement in the clinical governance of Drakenstein Sub district facilities as required. No compulsory Commuted Overtime (COT) duties.
- ENQUIRIES** : Dr P van Wyk (Medical Specialist) or Dr R Gaffoor (Clinical Manager) (021) 877-400
- APPLICATIONS** : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post.
- CLOSING DATE** : 12 August 2024