

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

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

**NOTE** : It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department. Kindly note that excess personnel will receive preference. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment.

**ERRATUM:** Kindly note that the advert for the Post 10/546: Administration Clerk: Registry (X2 Posts), Salary R228 321 per annum Centre: Groote Schuur Hospital, Observatory, advertised in the Public Service Vacancy 10 dated 13 March 2026, with reference number: 10/546. Post has been cancelled.

**OTHER POSTS**

**POST 11/179** : **DENTAL SPECIALIST GRADE 2 TO 3 (DENTAL PROSTHETICS SERVICES) (2 POSTS)**  
Chief Directorate: Metro Health Services

**SALARY** : Grade 2: R1 531 032 per annum  
Grade 3: R1 773 222 per annum (A portion of the package can be structured according to the individual's personal needs)

**CENTRE** : Oral Health Centre, Tygerberg/Mitchell's Plain

**REQUIREMENTS** : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Dental Specialist in Prosthodontics. Registration with a professional council: Registration with the HPCSA as Dental Specialist in Prosthodontics. Experience: **Grade 2:** Minimum of 5 years' appropriate experience as Dental Specialist after registration with the HPCSA (or a recognized foreign Health Professional Council in respect of a foreign qualified employee) as a Dental Specialist in Prosthodontics. **Grade 3:** Minimum of 10 years' appropriate experience as Dental Specialist after registration with the HPCSA (or a recognized foreign Health Professional Council in respect of a foreign qualified employee) as a Dental Specialist in Prosthodontics. Inherent requirements of the job: A valid (code B/EB) driver's licence. Competencies (knowledge/skills): Competencies (knowledge/skills) Ability to work independently and in a multi-disciplinary team. Good computer literacy (MS Word, Excel and Outlook). Appropriate experience as Dental Specialist after registration with the HPCSA as a Dental Specialist in the speciality Prosthodontics.

**DUTIES** : key result areas/outputs): Implementation, monitoring and evaluation of dental services on the Oral Health Teaching platform. Supervision and leadership role with regards to teaching, training and education of post-graduate and undergraduate students. Performing administrative activities relating to the position. Operational and clinical research. Render specialist dental services at the Oral Health Teaching platform. Provide leadership and management within the Oral Health Teaching platform.

**ENQUIRIES** : Prof S Khan, tel. no. (021) 937-3006

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

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

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/180** : **SENIOR REGISTRAR (SUB-SPECIALITY) PAEDIATRIC HAEMATOLOGY ONCOLOGY**  
(24 Month Contract)

**SALARY** : R1 341 855 per annum (A portion of the package can be structured according to the individual's personal needs)

**CENTRE** : Red Cross war Memorial Children's Hospital, Rondebosch

## **REQUIREMENTS**

: Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in the Speciality: Paediatrics Registration with a professional council: Registration with the HPCSA as a Specialist in Paediatrics. Inherent requirements of the job: FCPaed and MMed (Paed) is a requirement, as well as registration/ registrability as a specialist with the HPCSA Registrars will be required to register as post graduate students with the University of Cape Town as applicable according to the requirements for the discipline in the yearbook and guidelines. Must provide after-hours emergency services and participate in commuted overtime at 16 hours per week within the Department of Paediatrics and Child Health Platform. All applicants must be South African citizens or permanent residents. Competencies (knowledge/skills): Experience in and/or demonstrated interest in working with children and their caregivers. Excellent interpersonal and communication skills (both written and oral). Demonstrated understanding of being mindful of cultural differences and adapting communication and administration methods to respect diverse patients. Strong attention to detail and ability to work both independently and collaboratively within a team. Demonstrated commitment to ethical conduct, patient safety, and maintaining confidentiality. Experience in general paediatrics at a post graduate level. Direct experience in working with children living with Autism Spectrum Disorder, Cerebral Palsy and other developmental conditions. Ability and willingness to supervise medical students and rotating registrars.

## **DUTIES**

: (key result areas/outputs): Clinical Service Delivery: Comprehensive Paediatric Haematology/Oncology and General Paediatric Clinical Care and Service Delivery in The Western Cape. Care Of Paediatric Haematology/Oncology Inpatients and Outpatients Under the Direction of Sub-Specialist Supervisors. After-Hours Duties on The Senior Registrar Roster in the Department of Paediatrics & Child Health (Uct); And Responsible to the Director of the Registrar Programme. Supervision: Supervision Of Junior Medical Staff - With Respect to Patient Care and Clinical Service-Ensuring Safe and High Standard of Clinical Care. Co-Ordination Of the Junior Medical Team, Nurses and Allied Health Care Team to Ensure Seamless Provision of Service. Teaching: Contribute To and Facilitate Learning of Undergraduate Students and Paediatric Registrars Attached to the Clinic and Ward. Learning: Rotation Through Areas of Red Cross War Memorial Children's Hospital's Paediatric Haematology/Oncology Service in Order To Acquire Training in Paediatric Haematology/Oncology Including Completing the Required Training Logbook and Successfully Passing the College of Medicine of South Africa Certificate Examination to Enable Certification as A Paediatric Oncologist with The Hpcsa. Attendance And Presentation at Academic Departmental Meetings and Journal Clubs. Research: Involvement With Existing Research Projects, Clinical Reviews, Audits and Clinical Trials. The Post Holder Is Expected to Conduct A Research Project Towards Producing a Master's (Mphil) Thesis Through Uct and Will Require Proof of Research in Order to Enter the Cmsa Certificate Exam. Management And Administration: Administration and management in the paediatric haematology/oncology unit including ensuring correct patient data and statistics. Efficient management of clinical notes, including generating letters, providing feedback to referring doctors, contributing to databases, and using designated ICD-10 codes.

## **ENQUIRIES**

: Prof A Davidson, tel. no (021) 658-5570 or email: [alan.davidson@uct.ac.za](mailto:alan.davidson@uct.ac.za)

## **APPLICATIONS**

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

## **NOTE**

: No payment of any kind is required when applying for this post. Employees in service who opt to continue with their pension benefits as Senior Registrar, will be required to resign after completion of their Registrarship, should they not be successful for advertised Medical Sub-Specialist positions. The Department of Health is guided by the principles of Employment Equity. Candidates with disability are encouraged to apply and an indication in this regard will be appreciated. Specific Senior Registrar posts within the Department will be identified as part of the Affirmative Action programme to create a representative Specialist cadre in line with applicable procedures. Preference will be given to SA citizens/permanent residents with a valid identity document. Senior Registrars will be required to register as post-graduates with Stellenbosch University/ University of Cape Town according to the yearbook and guidelines. Please ensure that you attach an updated CV. Red Cross War Memorial Childrens Hospital has adopted the department's ecosystem framing of its

training platform. Accordingly, all registrar appointments may be called upon to work across this platform and may include rotations at Metro West and Rural East hospitals. This includes Red Cross War Memorial Children's Hospital, New Somerset Hospital, Mitchells Plain District Hospital, Victoria Hospital and George Provincial Hospital. "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 on health professionals who apply for the first time for registration with the relevant council (including individuals who must apply for change in registration Senior Registrars will function across health facilities, as per an agreed programme. Consideration will be given to existing employees who are already on higher salary packages to retain their existing salary position, as personal. As such they are entitled to receive pay progression. Appointment as Senior Registrar will be on contract. Candidates may be subjected to a competency test. 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. It will be expected of shortlisted candidates to be: available at the venue on the time and date as determined by the Department and bring along recently (not older than 6 months) certified copies of your Identity Document (ID), driver's license (if applicable for the post), qualification and/or proof of registration at relevant statutory body. Failure to adhere to the aforementioned may lead to his/her application being disqualified and not further considered.

- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/181** : **MEDICAL SPECIALIST GRADE 1 TO 3 (FAMILY PHYSICIAN)**  
Overberg District
- SALARY** : Grade 1: R1 341 855 per annum  
Grade 2: R1 531 032 per annum  
Grade 3: R1 773 222 per annum (A portion of the package can be structured according to the individual's personal needs.)
- CENTRE REQUIREMENTS** : Grabouw Community Health Centre, Theewaterskloof Sub-district  
Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Family Medicine. Registration with a professional council: Registration with the HPCSA as Medical Specialist in Family Medicine. Experience: Experience: **Grade 1:** None after registration with the HPCSA as a Medical Specialist in Family Medicine. **Grade 2:** A minimum of 5 years' appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Family Medicine. **Grade 3:** A minimum of 10 years' appropriate experience as Medical Specialist after registration with the HPCSA (or a recognized foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Family Medicine. Inherent requirement of the job: Valid (code B/EB/C1) driver's license. Compulsory Commuted Overtime (COT) duties. Ability and willingness to do outreach services to clinics throughout the Theewaterskloof Sub-district. Competencies (knowledge/skills): Sound knowledge of general medical and surgical conditions at district hospital and Primary Health Care level and knowledge applicable to the South African TB and HIV care guidelines. Comprehensive evidence-based, direct patient-centered. Clinical service provision in the sub-district Health Service. Computer literacy (MS Excel, Word, Outlook etc.) and good interpersonal, organizational and teamwork skills. Competent in performing district level procedures including performance of caesarian sections, administration of spinal and general anesthesia, management of chronic conditions and HIV/TB care, maternal and child health as well as emergency medical care including adult and neonatal resuscitations. Ability to guide health care colleagues in managing difficult district-level cases.
- DUTIES** : (key result areas/outputs): Provide quality care to patients in the Theewaterskloof sub-district including Caledon Hospital and surrounding clinics and healthcare facilities. Provide Outreach and Support service to PHC facilities in the Theewaterskloof sub-district. Actively participate in skills

	:	transfer, training, and academic opportunities relevant to the post. Active involvement in the clinical governance of Theewaterskloof sub-district facilities as required. Performing administrative duties. Supporting the Sub-district management team, while maintaining professional ethical standards.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Dr T Pillay, tel.no (028) 212-1070
	:	Applications are submitted online via <a href="http://www.westerncape.gov.za/health-jobs">www.westerncape.gov.za/health-jobs</a> (click "online applications").
<b><u>NOTE</u></b>	:	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 as Medical Specialist in Family Medicine with the relevant council (including individuals who must apply for a change in registration status).
<b><u>CLOSING DATE</u></b>	:	14 April 2026, 17:00 PM
<b><u>POST 11/182</u></b>	:	<b><u>MEDICAL SPECIALIST GRADE 1 TO 2: PSYCHIATRY (PSYCHIATRIC AND MEDICAL SERVICES)</u></b> Chief Directorate: Metro Health Services
<b><u>SALARY</u></b>	:	Grade 1: R1 341 855 per annum Grade 2: R1 531 032 per annum (A portion of the package can be structured according to the individual's personal needs)
<b><u>CENTRE REQUIREMENTS</u></b>	:	Stikland Hospital Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Psychiatry. Registration with a professional council: Registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Psychiatry. Experience: <b>Grade 1:</b> None after registration with the HPCSA as a Medical Specialist in Psychiatry. <b>Grade 2:</b> A minimum of 5 years' appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign-qualified employee) as a Medical Specialist in Psychiatry. Inherent requirement of the job: Willing and able to work shifts. Willing and able to work with patients with infectious diseases. Valid (Code B/EB) driver's license and willingness and ability to travel. Available and willing to participate in after-hours duties. Competencies (knowledge/skills): Clinical, leadership, administrative, teaching, and mentoring skills. Appropriate experience in Psychiatry. Excellent clinical consultation, management and procedural skills. Computer literacy in MS Office. Good professional attitude. Excellent communication skills.
<b><u>DUTIES</u></b>	:	(key result areas/outputs): Coordination and provision of specialist psychiatric care to in- and outpatients at Stikland Hospital and outreach support in the respective sub-structures as designated. Management of and compliance with designated and relevant clinical governance, corporate governance and administrative requirements on hospital level Participation in clinical governance of the mental health service ecosystem as designated and appropriate. Leadership of an integrated multidisciplinary clinical team. Clinical supervision and training of registrars and junior staff. Creativity to develop new ideas in conjunction with ecosystem role-players which has the potential to result in positive changes to existing processes. Academic teaching, training and research (NB: The post is a joint appointment with the Department of Psychiatry; University of Stellenbosch). Complete the required CPD activities to maintain registration with the HPCSA. Complete and submit required medical reports and documentation for legal and administrative purposes. Uphold the reputation and integrity of the medical profession.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Prof L Koen, tel. no. (021) 940 8718 or email: <a href="mailto:liezle.koen@westerncape.gov.za">liezle.koen@westerncape.gov.za</a>
	:	Applications are submitted online via <a href="http://www.westerncape.gov.za/health-jobs">www.westerncape.gov.za/health-jobs</a> (click "online applications").
<b><u>NOTE</u></b>	:	No payment of any kind is required when applying for this post. Candidates will be subjected to a written/practical and oral 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)". The pool of applications will be considered for vacancies within the Chief Directorate: Metro Health Services, for a period of three months from the date of the advert, provided that the job title, core functions, inherent requirements, and salary level are the same as those of the advertised post.

- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/193** : **SENIOR REGISTRAR (MEDICAL) (CARDIOLOGY)**  
(3-Year Contract)
- SALARY** : R1 341 855 per annum (A portion of the package can be structured according to the individual's personal needs)
- CENTRE** : Groote Schuur Hospital, Observatory
- REQUIREMENTS** : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist. Registration with a professional council: Registration with the HPCSA as Medical Specialist (Independent Practice). Inherent requirements of the job: Commuted overtime is compulsory. Competencies (knowledge/skills): Clinical Skills required of a Medical Specialist Physician (e.g. Assessment, diagnosis and treatment in inpatient, outpatient, and emergency contexts). Knowledge appropriate for approach to investigations of common cardiovascular disorders. Communication including report generation, letter writing, consultation. Effective and efficient administration. Facilitation of management system.
- DUTIES** : (key result areas/outputs): -Clinical Service Provision. Clinical Governance and Administration. Teaching and Training/Supervision of Junior Staff. Research for fulfilment of the MPhil Degree.
- ENQUIRIES** : Prof M Ntsekhe, tel. no. (021) 404-6085 or email: [mpiko.ntsekhe@uct.ac.za](mailto:mpiko.ntsekhe@uct.ac.za)
- APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post. Please ensure that you attach an updated CV. Groote Schuur Hospital has adopted the department's ecosystem framing of its training platform. Accordingly, all registrar appointments may be called upon to work across this platform and may include rotations at Metro West and Rural East hospitals. This includes Red Cross War Memorial Children's Hospital, New Somerset Hospital, Mitchells Plein District Hospital, Victoria Hospital and George Provincial Hospital. Appointment as Senior Registrar will be for a maximum contract period of 3 years. Senior Registrars will function across health facilities, as per an agreed programme. Consideration will be given to existing employees who are already on higher salary packages to retain their existing salary position, as personal. As such they are entitled to receive pay progression. Appointment as Senior Registrar will be on contract. Employees in service who opt to continue with their pension benefits as Senior Registrar, will be required to resign after completion of their registrarship should they not be successful for advertised Medical Sub-Specialist positions. The Department of Health is guided by the principles of Employment Equity. Candidates with disability are encouraged to apply and an indication in this regard will be appreciated. Specific Senior Registrar posts within the Department will be identified as part of the Affirmative Action programme to create a representative Specialist cadre in line with applicable procedures. Preference will be given to SA citizens/permanent residents with a valid identity document. Senior Registrars will be required to register as post-graduates with Stellenbosch University/ University of Cape Town according to the yearbook and guidelines. 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 on health professionals who apply for the first time for registration with the relevant council (including individuals who must apply for change in registration status)
- CLOSING DATE** : 14 April 2026, 17:00 PM

<b><u>POST 11/184</u></b>	:	<b><u>SENIOR REGISTRAR (MEDICAL) (CLINICAL HAEMATOLOGY)</u></b> (2 Year Contract)
<b><u>SALARY</u></b>	:	R1 341 855 per annum (A portion of the package can be structured according to the individual's personal needs.)
<b><u>CENTRE</u></b>	:	Tygerberg Hospital, Parow Valley
<b><u>REQUIREMENTS</u></b>	:	Minimum educational qualification: Appropriate qualification that allows for registration with the HPCSA as a Medical Specialist in Internal Medicine or Hematopathology. Registration with a professional council: Registration with the HPCSA as a Medical Specialist in Internal Medicine or Hematopathology (Independent Practice). Inherent requirements of the job: Valid (Code B/EB) driver's licence. Commuted overtime is compulsory. Willingness to work after hours. The position will be full-time (40 hours per week). Registration with Stellenbosch University as a postgraduate student (MPhil Haematology). Competencies (knowledge/skills): Good communication skills. Able to cope in a busy clinical environment. Experience in Haematology. Previous research experience. Previous attendance of Haematology workshops or conferences.
<b><u>DUTIES</u></b>	:	(key result areas/outputs): Successful completion of the Cert Clinical Haematology (Phys/Path) (SA) which includes all the logbook requirements of the College of Medicine, including a mandatory laboratory training period for physician candidates. Participate fully in clinical and academic activities of the division. Maintain accurate medical and chemotherapy records. Conduct research in Haematology that is relevant to the South African context with successful completion of the MPhil (Haematology).
<b><u>ENQUIRIES</u></b>	:	Dr F Fazel, tel. no. (021) 938- 5888/9486 or email: <a href="mailto:fbfazel@sun.ac.za">fbfazel@sun.ac.za</a>
<b><u>APPLICATIONS</u></b>	:	Applicants apply online: <a href="http://www.westerncape.gov.za/health-jobs">www.westerncape.gov.za/health-jobs</a> (click "online applications")
<b><u>NOTE</u></b>	:	No payment of any kind is required when applying for this post. Appointment as Senior Registrar will be for a maximum contract period of 2 years. It may become necessary to second/transfer staff to another hospital/institution during their period of training, in which case affected staff will be consulted prior to any decision being implemented. Senior Registrars will function across health facilities, as per an agreed programme. Should registration with the HEI as a student be discontinued for any reason the appointment as a Senior Registrar also discontinues. Consideration will be given to existing employees who are already on higher salary packages to retain their existing salary position, as personnel. As such they are entitled to receive pay progression. Appointment as Senior Registrar will be on contract. Employees in service who opt to continue with their pension benefits as Senior Registrar, will be required to resign after completion of their senior registrar contract should they not be successful for advertised Medical Sub-Specialist positions. The Department of Health is guided by the principles of Employment Equity. Candidates with disability are encouraged to apply and an indication in this regard will be appreciated. Specific Senior Registrar posts within the Department will be identified as part of the Affirmative Action programme to create a representative Specialist cadre in line with applicable procedures. Preference will be given to SA citizens/permanent residents with a valid identity document. Senior Registrars will be required to register as postgraduate students with Stellenbosch University according to the yearbook and guidelines. "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 as Medical Specialist in Internal Medicine or Hematopathology with the relevant council (including individuals who must apply for change in registration status)."
<b><u>CLOSING DATE</u></b>	:	14 April 2026, 17:00PM
<b><u>POST 11/185</u></b>	:	<b><u>PRIMARY HEALTH CARE MANAGER (2 POSTS)</u></b> Chief Directorate: Metro Health Services
<b><u>SALARY</u></b>	:	R1 059 105 per annum (A portion of the package can be structured according to the individual's personal needs)
<b><u>CENTRE</u></b>	:	Southern Western Sub-Structure office
<b><u>REQUIREMENTS</u></b>	:	Minimum educational qualification: Appropriate 4-year Health related National Diploma/Degree or equivalent registrable with a South African Statutory Health

Professions Council or South African Nursing Council. Experience: Appropriate/recognizable experience in District Health Systems/Management/Services. Appropriate experience in PHC Management. Inherent requirements of the job: Valid (Code B/EB) driver's licence. Willingness to attend to community needs after-hours. Willingness to travel within the Southern Western sub-structure geographical area also within the Western Province and Nationally as required. Competencies (knowledge/skills): Ability to function/make decisions independently and as part of a multi-disciplinary team. Good communication, interpersonal, leadership and conflict resolution skills. Basic knowledge and experience in office administration, financial and procurement administration and computer literacy (MS Word, Excel, PowerPoint, Outlook and Internet).

**DUTIES** : (key result areas/outputs): Overall management (Operational and Strategic) of the PHC component of the Sub-district (CHC's, CDCs). Manage, co-ordinate, plan, monitor and evaluate facility-based programmes as well as integration of these with Community Based Services in the Sub-district. Management of the critical support services. Manage Human Resource, Skills Development, Labour Relations, Financial and budget management. Liaise and co-operate with multi-sectoral team, the community and other stakeholders. Ensure that prescribed policies and procedures are implemented and adhered to, to ensure integrated and quality services are rendered.

**ENQUIRIES** : Mr Z Brickles, tel. no. (021) 202-0902

**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 written/practical and oral assessment.

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/186** : **MEDICAL OFFICER: GRADE 1 TO 3 (OBSTETRICS AND GYNAECOLOGY)**  
(1-Year Contract)

**SALARY** : Grade 1: R1 001 349 per annum  
Grade 2: R1 142 553 per annum  
Grade 3: R1 322 352 per annum (A portion of the package can be structured according to the individual's personal needs.)

**CENTRE** : Groote Schuur Hospital, Observatory

**REQUIREMENTS** : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with a professional council: Registration with the HPCSA as a Medical Practitioner. Experience: **Grade 1:** None after registration as Medical Practitioner with the HPCSA in respect of SA qualified employees. 1-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 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 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. **Grade 3:** A minimum of 10 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 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: Commuted overtime is compulsory. Emergency and after-hours call cover. Competencies (knowledge/skills): Experience in labour ward management, including operative and assisted deliveries. Experience in essential gynaecological emergency care. Ability to communicate effectively (verbal and written). Ability to work in integrated multi-disciplinary teams across platforms Computer literacy in MS Office.

**DUTIES** : (key result areas/outputs): Innovation and Research. Teaching. Leadership. Clinical Service Provision: Patient Care: in and after hours provision of care. Clinical Governance and Administration.

- ENQUIRIES** : Dr A Osman or Dr L Schoeman, Tel. No. (021) 404-6020 or email: [ayesha.osman@uct.ac.za/](mailto:ayesha.osman@uct.ac.za) [leanne.schoeman@uct.ac.za](mailto:leanne.schoeman@uct.ac.za) or [marilyn.koks@uct.ac.za](mailto:marilyn.koks@uct.ac.za)
- APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post. Groote Schuur Hospital has adopted the department's ecosystem framing of its training platform. Accordingly, all medical officer appointments may be called upon to work across this platform and may include rotations at Metro West and Rural East hospitals. This includes Red Cross War Memorial Children's Hospital, New Somerset Hospital, Mitchells Plein District Hospital, Victoria Hospital and George Provincial Hospital. 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 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)". Please ensure that you attach an updated CV.
- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/187** : **MEDICAL OFFICER: GRADE 1 TO 3 (EMERGENCY MEDICINE)**  
Chief Directorate: Metro Health services
- SALARY** : Grade 1: R1 001 349 per annum  
Grade 2: R1 142 553 per annum  
Grade 3: R1 322 352 per annum (A portion of the package can be structured according to the individual's personal needs)
- CENTRE** : Karl Bremer Hospital
- REQUIREMENTS** : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa as Medical Practitioner. Registration with a professional council: Registration with the Health Professional Council of South Africa (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 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: Valid (Code B/EB) driver's license; willingness and ability to travel. Full commuted overtime is mandatory. Competencies (knowledge/skills): Ability to render high quality Emergency Medicine service and appropriate experience in Emergency Medicine at District level. Strong ethical principles, relevant clinical & counselling skills, computer literacy, interpersonal skills, conflict resolution skills and teaching & training skills at undergraduate and medical intern level. Excellent clinical expertise and clinical governance. Team ethos, good leadership, communication, interpersonal, analytical and problem-solving skills.
- DUTIES** : (key result areas/outputs): Clinical service delivery in Emergency Medicine, performed in all areas of the hospital, including wards, outpatients, theatre and the EC, with relevant procedural and surgical interventions. Clinical and administrative governance with effective self-organization, stewardship of scarce resources, participation in clinical reviews, with quality improvement, accurate medical record keeping and compliance with human resources and other policies. Teaching, training & research including supervision of

undergraduate students, interns and junior doctors as well as participation in the hospital academic program. Systems management and domain specific outputs (Metro East Ecosystem) - rendering of high-quality care in all aspects of Emergency Medicine within the district level package of care, in a professional & collegial manner, aligned with the requirements & outputs of Emergency Medicine in the Metro East ecosystem.

- ENQUIRIES** : Dr M Abramsel, tel. no. (021) 918-1911
- APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 with their 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** : 14 April 2026 17:00 PM
- POST 11/188** : **DEPUTY DIRECTOR: FINANCIAL MANAGER (EXPENDITURE ADMINISTRATION)**  
Directorate Management Accounting: Sub-directorate: Financial Planning and Expenditure Administration
- SALARY** : R896 436 per annum (A portion of the package can be structured according to the individual's personal needs)
- CENTRE** : Head Office, Cape Town (stationed at Bellville Health Park)
- REQUIREMENTS** : Minimum educational qualification: Appropriate three-year National Diploma or Degree in Financial Management, Accounting, Public Finance or Economics. Experience: Appropriate experience in a financial environment at least 3-5 years of experience at an Assistant Director level. Appropriate experience in data analysis and administration. Appropriate experience using tools for report generation (MS Excel, PowerBI, SQL and other relevant softwares). Inherent requirements of the job: Willingness to travel. Willingness to work after hours. Valid (Code B/EB) driver's license. Competencies (knowledge/skills): Ability to function in a team. Ability to interact with people at all levels of society. Ability to analyze numbers and read reports. Computer literacy Advanced Excel skills. Advanced computer literacy, with strong proficiency in MS Excel and MS Word, including data analysis and reporting. Knowledge of PowerBI and SQL would be an advantage. Proven proficiency in budgeting processes and the application of management accounting tools and techniques. Thorough knowledge of In-Year Monitoring (IYM) processes and Annual Financial Statements (AFS) preparation and reporting. Strong interpersonal and communication skills, with the ability to engage effectively with stakeholders at all levels of authority. Leadership and stakeholder management Demonstrated conflict resolution, problem-solving, and lateral thinking abilities. Ability to work independently, exercise sound judgement, and function effectively under pressure and tight deadlines, including working overtime and travelling when required. Proven ability to manage and supervise staff, including performance management, discipline, mentoring, and development. Public Finance Management Act (PFMA) and Treasury Regulations. Treasury Regulations and budgeting processes. Financial reporting systems (BAS / PERSAL). Accounting principles and financial management practices.
- DUTIES** : (key result areas/outputs): Manage and coordinate an effective and efficient departmental budget process. Ensure effective monitoring of expenditure through the In-Year Monitoring (IYM) process and detailed tracking in terms of the Standard Chart of Accounts (SCOA). Manage and oversee the preparation of Interim and Annual Financial Statements, ensuring accuracy, compliance, and timeliness. Compile monthly expenditure projections, provide analytical reporting to management. Compile, analyse, and verify budget data captured on accounting systems (e.g. BAS). Extract, analyse, and interpret financial information and reports from systems such as BAS and Vulindlela to support decision-making. Develop advanced Excel spreadsheets, dashboards, and pivot tables for financial analysis and reporting. Perform budget management, analysis, and reporting in line with recognised management accounting

principles and practices. Supervise and manage subordinate staff, including performance management, discipline, training, and development.

**ENQUIRIES** : Ms D Mogane, tel. no. (021) 815-8786

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

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

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/189** : **DEPUTY DIRECTOR: SUPPLY CHAIN MANAGEMENT**  
Directorate: Supply Chain Management

**SALARY** : R896 436 per annum (A portion of the package can be structured according to the individual's personal needs).

**CENTRE** : Head Office, Cape Town

**REQUIREMENTS** : Minimum educational qualification: An appropriate 3-year tertiary qualification (National Diploma/B-Degree in Supply Chain Management/Procurement/Law/Public Management/Finance/Auditing/Project Management/Commercial field) or equivalent. Experience: Appropriate experience and a proven track record in Managing Tenders, Demand Management and Contract Administration within a Supply Chain Management environment. Appropriate experience at a supervisory or managerial level. Inherent requirement of the job: Valid driver's licence. Competencies (knowledge/skills): Extensive knowledge of the relevant financial and SCM prescripts. Knowledge of departmental policies and procedures. Computer literacy, with proficiency in MS Excel, report writing, drafting of word documents and PowerPoint presentations. Strategic and leadership skills. Good communication and presentation skills. Strong analytical and problem-solving ability. Ability to function in a high-pressure environment and meet strict deadlines. Proven leadership and people-management ability. Knowledge of Contract Management and legal aspects of it. Good programme and project management skills.

**DUTIES** : (key result areas/outputs): Provide strategic direction for the Sub-Directorate transversal needs in terms of demand, acquisition and contract management. Responsible for providing sound and effective advice on contract administration services. Manage and monitor contracts to ensure the quality of services is maintained for the duration of the contract. Manage and monitor end to end tender processes within the Sub-Directorate. Investigate complaints from suppliers and give feedback to suppliers and institutions. Provide departmental services to the bid committee and decision-making authorities. Ensure compliance management that is in line with procurement and supply chain management prescripts. Provide support and coordinate training to institutions on all procurement related challenges. Human Resource Management of Sub-directorate's staff. Management and maintain the budget of the Sub-directorate.

**ENQUIRIES** : Mr A Mili, tel. no. (021) 834-9050, or email: [Ayanda.Mili@westerncape.gov.za](mailto:Ayanda.Mili@westerncape.gov.za)

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

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

**CLOSING DATE** : 14 April 2026, 17:00PM

**POST 11/190** : **DEPUTY DIRECTOR: FINANCE**  
Chief Directorate: Metro Health Services

**SALARY** : R896 436 per annum (A portion of the package can be structured according to the individual's personal needs )

**CENTRE** : Valkenberg Hospital

**REQUIREMENTS** : Minimum educational qualification: An appropriate 3-year National Diploma or Bachelor's Degree in Finance, Accounting, Public Financial Management, Commerce or Supply Chain Management. Experience: Appropriate experience in Financial Management and Supply Chain Management, of which a minimum of three (3-5) years must be at a supervisory or managerial level. Appropriate financial management and expenditure control in terms of the PFMA and Treasury Instructions. Appropriate experience in Supply Chain Management, including demand, acquisition, contract management, asset management and stock management. Appropriate experience in End-to-end contract management, including drafting, monitoring, performance management and compliance. Appropriate experience in Patient administration, revenue

management and medical records. Appropriate experience in Information management and the use of health information systems for reporting and decision-making. Appropriate supervisory and managerial experience with responsibility for multi-disciplinary teams. Appropriate experience in implementation and monitoring of financial systems, internal controls and compliance frameworks. Inherent requirement of the job: A valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Demonstrated knowledge and competence in: Public Finance Management Act, Treasury Regulations and financial prescripts. Supply Chain Management prescripts and governance requirements. UPFS and patient administration or billing systems. BAS and LOGIS or equivalent financial and SCM systems. Development, monitoring and analysis of institutional budgets and FBUs. Revenue generation and management of irregular, fruitless and wasteful expenditure. Information management, statutory reporting and audit requirements. Additional skills required: Strong analytical and problem-solving ability. Proven leadership and people-management ability. Clear and confident written and verbal communication. Ability to function in a high-pressure environment and meet strict deadlines. Computer literacy in MS Office applications.

**DUTIES** : key result areas/outputs): Overall leadership and management of the Finance Component. Management of Supply Chain Management, including demand, acquisition, contract and asset management. Budget planning, allocation, monitoring and expenditure control. Implementation and support of Functional Business Units (FBUs). Oversight of patient administration, billing, revenue management and medical records governance. Institutional information management, data quality and statutory reporting. Ensuring compliance with PFMA, Treasury Instructions and all applicable prescripts. Performance management, development and discipline of staff within the Finance Component. Serving as a member of the hospital management team and advising management on all finance and SCM matters.

**ENQUIRIES** : Ms C Goliath, tel. no. (021) 826-5805  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").

**NOTE** : No payment of any kind is required when applying for this post.  
**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/191** : **FACILITY MANAGER PHC**  
 Chief Directorate: Metro Health Services

**SALARY** : R896 436 per annum (A portion of the package can be structured according to the individual's personal needs)

**CENTRE** : Retreat Community Health Centre  
**REQUIREMENTS** : Minimum educational qualification: Appropriate three year Diploma/ Degree in a health related or managerial field. Experience: Appropriate experience in a managerial position in an NGO, private organisation or the state sector. Inherent requirements of the job: Valid driver's licence. Competencies (knowledge/skills): Proven leadership abilities. Good interpersonal and people management skills. Knowledge of Public Sector legislation. Computer literacy. Health sector experience.

**DUTIES** : (key result areas/outputs: General and operational management of a Community Health Centre. Operational planning and implementation of operational plans related to Package of services. Responsible for external governance including collaboration with other sectors (Whole of Society Approach). Sound financial, Supply Chain Management, People Management and Facilities Management. Quality Management. Health Strategy & Support in Information, Pharmacy and Laboratory.

**ENQUIRIES** : Ms L Appolis, Tel. No. (021) 2020-933  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").

**NOTE** : No payment of any kind is required when applying for this post.  
**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/192** : **ASSISTANT MANAGER NURSING (SPECIALTY: ICU)**

**SALARY** : R755 355 per annum  
**CENTRE** : Groote Schuur Hospital, Observatory  
**REQUIREMENTS** : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683) 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 SANC, in terms of R212 in Medical and Surgical Nursing Science: Critical Care Nursing (Adult) OR A 4 year Bachelor Degree in Nursing (R174) or (R171) qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post graduate diploma (R635) accredited with the SANC in Critical Care Nursing (Adult). Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: A minimum of 10 years appropriate/recognisable experience in Nursing after registration as a Professional Nurse with SANC. At least 6 years of the above period must be appropriate/recognisable experience after obtaining the post-basic qualification or a post-graduate diploma in the relevant speciality. At least 3 years of the above period must be appropriate/recognisable experience at nurse management level. Competencies (knowledge/skills): Quality Assurance, Human Resource, Finance and Change Management. Decision making, problem solving and interpersonal skills. Grievance procedures and disciplinary legislation. Computer literacy (MS Word and Excel). Negotiation, facilitation and communication skills. Infection Prevention and Control policies.

- DUTIES** : (key result areas/outputs): Co-ordinate, supervise and control nursing services in the Critical Care Department. Ensure the provision of optimal, holistic, specialised nursing care within set standards and a professional and legal framework. Ensure that prescribed policies and procedures are adhered to. Effectively manage the initiation and utilisation of human and material resources. Ensure the control and execution of quality of care and financial management. Co-ordinate the provision of effective training and research to maintain professional growth, ethical standards and self-development. Liaise directly with the Nursing and Medical managers as well as the relevant Departmental Heads (Ancillary and Support Services).
- ENQUIRIES** : Ms R Sutcliffe, tel no. (021) 404-2092
- APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post.
- CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/193** : **ASSISTANT MANAGER NURSING (SPECIALTY AREAS: PAEDIATRICS)**

- SALARY** : R755 355 per annum
- CENTRE** : Tygerberg Hospital, Parow Valley
- REQUIREMENTS** : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683) 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 Medical and Surgical Nursing Science: Critical Care Nursing: Child or Child Nursing Science or Medical and Surgical Nursing Science: Orthopaedic Nursing or Medical and Surgical Nursing Science: Oncology or a 4 year Bachelor Degree in Nursing (R174) or equivalent qualification (R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post graduate diploma (R635) accredited with the SANC in Critical Care Nursing (Child) or Child Nursing or Orthopaedic Nursing or Oncology Nursing. Registration with a professional council: Registration with the South African Nursing Council as Professional Nurse. Experience: A minimum of 10 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 6 years of the period referred to above must be appropriate/ recognisable experience in the specific speciality after obtaining the 1-year post-basic qualification or post graduate diploma in the relevant speciality. At least 3 years of the period referred to above must be appropriate recognisable experience at management level. Inherent requirement of the job: Will be required to perform after-hour duties including weekends, and public holidays. Competencies (knowledge/skills): Computer literacy in Word, and Excel. Excellent communication skills. Knowledge of quality assurance and National Core Standards. Knowledge of relevant legislation and policy related to this nursing speciality. Nursing Management qualification / skills. Strong leadership and good interpersonal communication skills. Good organisational skills and the ability to function in a team and under pressure.

- DUTIES** : (key result areas/outputs): The candidate will be responsible for management and co-ordination of clinical nursing care in the Paediatric Units. Effective management and utilization of Human and Financial Resources to ensure optimal clinical and operational function in the area. Manage training, orientation, learning, professional growth & development, and participation in research within the clinical environment. Support/ deputise for the Head of Nursing and support the Nursing department and the institution.
- ENQUIRIES** : Ms V Dubase, tel.no (021) 938-4000
- APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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/ competency assessment.
- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/194** : **ASSISTANT MANAGER: NURSING (SPECIALTY: PSYCHIATRY) (NIGHT SHIFT)**  
Chief Directorate: Metro Health Services
- SALARY** : R693 096 per annum
- CENTRE** : Stikland Hospital
- REQUIREMENTS** : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683 plus R880) 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 (R212). Or A 4-year Bachelor Degree in Nursing (R174) or equivalent qualification (R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post graduate Diploma (R635) accredited with the SANC in Mental Health Nursing. Registration with a professional council: Registration with the SANC as a Professional Nurse. Experience: A minimum of 10 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 6 years of the above period must be appropriate/recognisable experience in Psychiatric Nursing after obtaining the 1-year post-basic qualification in Advanced Psychiatric Nursing Science OR a post graduate Diploma (R635) accredited with the SANC in Mental Health Nursing. At least 3 years of the period referred to above must be appropriate/recognisable experience at management level. Inherent requirements of the job: Must work shifts (day and night) including weekends and public holidays for planned periods. Valid (B/EB) driver's licence. Competencies (knowledge/skills): Computer literacy skills. Basic financial and statistics management skills.
- DUTIES** : (key result areas/outputs): Effective management of the Psychiatric wards and coordination of all activities and communication with the relevant supervisors and stakeholders. Management and monitoring the effective utilisation of human, financial and physical resources. Deliver a quality nursing care throughout the hospital and provide on-going support to the nursing service. Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures incorporating the Ideal Hospital Standards. Supervision of the implementation of effective processes and practices with regards to all statistical information needed to render a quality mental health service. Liaising with relevant stakeholders on night shift, i.e. referring hospitals family members, security service and SAPS.
- ENQUIRIES** : Ms S Fredericks, tel. no. (021) 940-4416
- APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 practical/ competency assessment.
- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/195** : **EMS SUB-DISTRICT MANAGER GRADE 2 TO 4 (2 POSTS)**  
Chief Directorate: Emergency and Clinical Support Services
- SALARY** : Grade 2: R562 119 per annum  
Grade 3: R624 288 per annum  
Grade 4: R690 465 per annum
- CENTRE** : Emergency Medical Services, Cape Winelands (1 post)  
West Coast District (1 post)

<b><u>REQUIREMENTS</u></b>	:	Minimum educational qualification: <b>Grade 2:</b> Successful completion of the Emergency Care Technician Course (ECT) that allows registration with HPCSA as Emergency Care Technician (ECT). <b>Grade 3:</b> Successful completion of the Critical Care Assistant course (CCA) or National Diploma that allows registration with the HPCSA as a Paramedic. <b>Grade 4:</b> Successful completion of the B-Tech Degree that allows registration with HPCSA as an Emergency Care Practitioner (ECP). Registration with a professional council: <b>Grade 2:</b> Registration with the Health Professions Council of South Africa as an ECT. <b>Grade 3:</b> Registration with the Health Professions Council of South Africa as a Paramedic. <b>Grade 4:</b> Registration with the Health Professions Council of South Africa as an ECP. Experience: <b>Grade 2:</b> Minimum of 3 years' experience after registration with the Health Professions Council of South Africa as Emergency Care Technician (ECT). <b>Grade 3:</b> Minimum of 3 years' experience after registration with the Health Professions Council of South Africa as a Paramedic (CCA or N.DIP). <b>Grade 4:</b> Minimum of 3 years' experience after registration with the Health Professions Council of South Africa as Emergency Care Practitioner (ECP). Inherent requirement of the job: Valid code C1 driver's license. Valid professional driver's permit (PrDP). Registration as an ECT, Paramedic or ECP. Competencies (knowledge/skills): Excellent knowledge of all levels of emergency care protocols. Good communication and interpersonal skills and report-writing skills.
<b><u>DUTIES</u></b>	:	(key result areas/outputs): Effective management of emergency medical services for the Sub-district. Effectively manage the Human Resource and Labour Relations function of the District in relation to staff management. Manage the budget and the facilitation of account payments for goods and services in line with the financial prescripts. Maintain responsibility for the audit compliance with regards to Financial Management and Supply Chain Management matters. Ensure effective management of Emergency Fleet and equipment. Ensure effective communication with regards to meetings, workshops, debriefs, compiling stats and report writing and forging sustainable relationships with external stakeholders. Effective support to District Manager and act in management capacity when required.
<b><u>ENQUIRIES</u></b>	:	Mr E Pedro, tel.no. (022) 433-8853 or Ms S Don tel.no. (022) 433-8853 (West Coast), Mr I Naidoo, tel.no. (023) 346-6000 or Ms A Botha, tel.no. (023) 346-6022 (Cape Winelands).
<b><u>APPLICATIONS</u></b>	:	Applications are submitted online via <a href="http://www.westerncape.gov.za/health-jobs">www.westerncape.gov.za/health-jobs</a> (click "online applications").
<b><u>NOTE</u></b>	:	No payment of any kind is required when applying for this post.
<b><u>CLOSING DATE</u></b>	:	14 April 2026, 17:00 PM
<b><u>POST 11/196</u></b>	:	<b><u>CLINICAL PROGRAMME CO-ORDINATOR GRADE 1 (INFECTION PREVENTION AND CONTROL)</u></b> Chief Directorate: Metro Health Services
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R549 192 per annum New Somerset Hospital Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683 plus R254) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse OR A 4 year Bachelor Degree in Nursing (R174) or equivalent qualification (R683 plus R1497 or R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with a professional council: Registration with SANC as a Professional Nurse. Experience: A minimum of 7 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirement of the job: Willingness to work shifts, weekends, night duty and overtime, as required. Competencies (knowledge/skills): Good interpersonal relations, leadership and communication skills (verbal and written). Principles of Management: leadership, supervisory, problem solving, conflict resolution, interpersonal, and communication skills. Knowledge of Provincial infection prevention and control measures and practices. Ability to analyze health systems information, and skills and experience in the preparation of reports. Project Management skills and Computer literacy. Ability to function independently as well as part of a multi-disciplinary team.
<b><u>DUTIES</u></b>	:	(key result areas/outputs): Develop and ensure implementation of clinical practice guidelines and Standard Operating Procedures (SOP's) in Infection

Prevention Control (IPC) for use by staff and participate in surveillance and auditing. Management of risks as identified in terms of infection control and participation in outbreak investigations to give relevant inputs and advice. Ensure a well-functioning, multi-disciplinary infection control advisory committee. Manage infection prevention and control in the Central Sterilisation Services Department Provide guidance and training in Infection Prevention and Control to staff. Participation in training and research programmes relevant to the principles and management of infection prevention and control. Financial Management control and ensure compliance pertaining to Medical Waste.

**ENQUIRIES** : Ms S Basardien, tel. no. (021) 402-6224  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").  
**NOTE** : No payment of any kind is required when applying for this post.  
**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/197** : **OPERATIONAL MANAGER NURSING: GENERAL (SURGICAL WARD/ORTHOPAEDIC WARD) (2 POSTS)**  
 Chief Directorate: Metro Health Services

**SALARY** : R549 192 per annum  
**CENTRE** : Karl Bremer Hospital  
**REQUIREMENTS** : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683 plus R254) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. or A 4 year Bachelor Degree in Nursing (R174) or equivalent qualification (R683 plus R1497 or R171 plus R1497) 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 appropriate/recognisable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. Inherent requirements of the job: Valid (Code B/EB) driver's licence. Willingness to work shifts (day and night duty), public holidays, after-hours, and weekends. Relief the Assistant Manager: Nursing when needed. Competencies (knowledge/skills): Ability to promote quality patient care through the setting, implementation, and monitoring of standards. Ability to function independently as well as part of a multi-disciplinary team in a pressured environment. Good organisational, communication (verbal and written), interpersonal, leadership, problem-solving and decision-making, conflict resolution and labour relations skills and computer literacy (MS Word, Excel, PowerPoint and Outlook. Appropriate/recognisable experience in a hospital setting and knowledge and insight of all relevant legislation and policies within the public sector.

**DUTIES** : (key result areas/outputs): Coordinate and supervise the provision of optimal, holistic nursing care within set standards and within a professional and legal framework. Effective and efficient management of Human, financial and physical resources. Initiate, co-ordinate, implement and participate in training, development and research within the General wards and the Nursing Component. Deliver a support service to the Nursing Service and the institution. Maintain professional growth/ethical standards and self-development.

**ENQUIRIES** : Ms E Linden-Mars, tel no. (021) 918-1224  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").  
**NOTE** : No payment of any kind is required when applying for this post.  
**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/198** : **OPERATIONAL MANAGER NURSING GRADE 1 (GENERAL) (FEMALE/CHILDREN'S WARD)**  
 Garden Route District

**SALARY** : R549 192 per annum  
**CENTRE** : Mossel Bay 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 (SANC) as a Professional Nurse and Midwife. Registration with a professional council: Registration with the South African Nursing Council as Professional Nurse and Midwife. Experience: A

- minimum of 7 years appropriate/recognisable experience in nursing after registration with SANC as Professional Nurse in General Nursing. Inherent requirement of the job: A valid (Code B/EB) driver's licence and willingness to travel. Willingness to perform after-hour and weekend standby duties for the hospital. Willingness to relieve the Deputy Manager Nursing and Operational Managers. Competencies (knowledge/skills): Knowledge and understanding of Nursing legislation, related legal ethical nursing practices and framework, as well as labour legislation and relevant public sector policies, guidelines and protocols. Computer literacy (MS Word, Excel, PowerPoint and Outlook).
- DUTIES** : (key result areas/outputs): Manage the clinical services and rostering of staff. Responsible for planning, managing, coordinating and maintaining an optimal quality Nursing Service as an Operational Manager in a hospital setting. Participative management and utilization of Human Resources, to fulfil operational and developmental functions in the area. Manage and monitor the Financial Resources, consumables and equipment of the clinical area. Initiate and participate in training, development and research within the nursing department. Deliver a support service to the Nursing Service Department and the institution. Maintain ethical standards and promote professional growth and self-development.
- ENQUIRIES** : Ms JA Mahlangu, tel. no. (044) 604 - 6104  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 competency test. The pool of applications will be considered for vacancies within Garden Route District, for a period of three months from the date of the advert, provided that the job title, core functions, inherent requirements, and salary level are the same as those of the advertised post.
- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/199** : **OPERATIONAL MANAGER NURSING GRADE 1 (GENERAL) (SURGERY)**
- SALARY** : R549 192 per annum  
**CENTRE** : Tygerberg Hospital, Parow Valley  
**REQUIREMENTS** : Minimum educational qualification: Basic R425 qualification (i.e degree/ diploma in Nursing) or equivalent that allows registration with the South African Nursing Council (SANC) as Professional Nurse and Midwife. Registration with a professional council: Registration with the SANC as Professional Nurse and Midwife. Experience: A minimum of of 7 years appropriate/recognisable experience in Nursing after registration as Professional Nurse and Midwife with the SANC in General Nursing. Inherent requirement of the job: Ability and willingness to assist with shifts and after-hours hospital cover including weekends, public holidays, night duty relief and overtime as the need arises. Competencies (knowledge/skills): Ability to function independently as well as part of a multi-disciplinary team. Effective communication, interpersonal, leadership, decision-making and conflict resolution skills. Good organisational skills and the ability to function under pressure. Basic computer literacy. Knowledge and insight of relevant legislation and policy related to nursing within the public sector. Ability to promote quality patient care through the setting, implementation and monitoring of standards.
- DUTIES** : (key result areas/outputs): The candidate will be responsible for planning, managing, co-ordinating and maintaining an optimal quality Nursing Service as an Operational Manager. Participative management and utilisation of Human Resources to fulfil operational and developmental functions in the area. Manage and monitor the Financial Resources of the clinical area. Initiate and participate in training, development and research within the nursing department. Deliver a support service to the Nursing Service and the institution. To maintain ethical standards and promote professional growth and development.
- ENQUIRIES** : Ms V Dubase, tel. no. (021) 938-4000  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 practical/ competency assessment.
- CLOSING DATE** : 14 April 2026, 17:00 PM

<b><u>POST 11/200</u></b>	:	<b><u>ULTRASOUND RADIOGRAPHER GRADE 1 TO 3 (SONOGRAPHER)</u></b> Chief Directorate: Metro Health Services
<b><u>SALARY</u></b>	:	Grade 1: R491 256 per annum Grade 2: R575 250 per annum Grade 3: R676 716 per annum
<b><u>CENTRE REQUIREMENTS</u></b>	:	Mitchells Plain Community Health Centre Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) in Ultrasound / Radiographer. Registration with a professional council: Registration with the Health Professions Council of South Africa (HPCSA) in Ultrasound Radiography. Experience: <b>Grade 1:</b> None after registration with the HPCSA in Ultrasound Radiography in respect of RSA- qualified employees. One-year relevant experience after registration with the HPCSA in Radiography (Ultrasound) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. <b>Grade 2:</b> Minimum of 10 years relevant experience after registration with the HPCSA in Radiography (Ultrasound) in respect of RSA-qualified employees. Minimum of 11 years relevant experience after registration with the HPCSA in Radiography (Ultrasound) in respect of foreign qualified employees of whom it is not required to perform Community Service as required in South Africa. <b>Grade 3:</b> Minimum of 20 years' relevant experience after registration with the HPCSA in Radiography (Ultrasound) in respect of RSA-qualified employees. Minimum of 21 years relevant experience after registration with the HPCSA in Radiography (Ultrasound) in respect of foreign qualified employees. Inherent requirement of the job: Willingness to perform after hours and weekend duties. A valid driver's licence (Code B/EB). Willingness to render service within the Klipfontein / Mitchell's Plain Sub-structure. Competencies (knowledge/skills): Computer literacy in word processing, data management and analysis. Ability to work independently and in a team with good interpersonal skills. Thorough knowledge of ante-natal, ante-natal Doppler paediatric, gynaecology- and abdominal-ultrasound studies. Completion of supplementary courses on diagnostic ultrasound and knowledge and interest in teaching in Obstetrics and Gynaecology at both undergraduate and post-graduate level.
<b><u>DUTIES</u></b>	:	(key result areas/outputs): Provide a comprehensive diagnostic ultrasound service at an advanced level with the focus on Obstetrics and Gynaecology (OSG) imaging in Mitchells Plain CHC/MOU. General care of patients as part of a multi-disciplinary team. Effective administration within the ultrasound unit regarding patient service. Appropriate referral as well as equipment management. Maintain case records and statistics. Actively take part in CPD-program, as a learner as well as In-service training.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Ms Y Samuels, tel. no. (021) 684-1400 Applications are submitted online via <a href="http://www.westerncape.gov.za/health-jobs">www.westerncape.gov.za/health-jobs</a> (click "online applications").
<b><u>NOTE</u></b>	:	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 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)". Candidates will be subjected to a written/practical and oral assessment.
<b><u>CLOSING DATE</u></b>	:	14 April 2026, 17:00 PM
<b><u>POST 11/201</u></b>	:	<b><u>CLINICAL NURSE PRACTITIONER: GRADE 1 TO 2 (PRIMARY HEALTH CARE) (5 POSTS)</u></b> Chief Directorate: Metro Health Services
<b><u>SALARY</u></b>	:	Grade 1: R476 367 per annum Grade 2: R583 989 per annum
<b><u>CENTRE REQUIREMENTS</u></b>	:	Various Institutions Minimum educational qualification: Basic R425qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683 plus R254) 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 diploma in Clinical Nursing Science: Health Assessment Treatment and Care, accredited with SANC (R48) OR A 4-year bachelor's degree in nursing (R174) or equivalent qualification (R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post graduate diploma (R635) accredited with the SANC in Primary Care Nursing. Registration with a professional council: Registration with the SANC as a Professional Nurse. Experience: **Grade 1:** A Minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. **Grade 2:** A Minimum of 14 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the periods referred to above must be appropriate/recognisable experience in the specific speciality after obtaining the one-year post-basic qualification as mentioned above. OR A post graduate diploma (R635) accredited with the SANC in Primary Care Nursing. Inherent requirement of the job: Valid driver's license and willingness to travel. Willingness to work after hours. Will be required to rotate within the facility and assist with other PHC clinics within the Sub-structure when there is a need. Competencies (knowledge/skills): NIMART training or experience. Knowledge and understanding of nursing Code of Ethics and Professional Practice of the SANC of nursing Standard of Practice and scope of practice. Computer literate in MS Office (Excel, Word and Power point) and MS Outlook.

**DUTIES** : (key result areas/outputs): Treatment of patients on Primary Health Care level with regards to Curative Services, Communicable Diseases, Mental Health and Chronic Diseases within the scope of practice. Render effective child and school health services, including the integration of nutritional services, within the scope of practice. Render effective Women's Health including Antenatal services within the scope of practice. Assist with management and execution of all relevant HAST Programmes (TB, STI and HIV/AIDS). Work as part of the multi-disciplinary team to ensure quality, promotive, preventive and curative Primary Health Care delivery. To be an advocate for patients to ensure the provision of quality Health Care necessary.

**ENQUIRIES** : Ms A Mullins, tel. no. (021) 810-8102, Mr M Kelejane, tel. no. (021) 931-0211, Ms N Forosi, tel. no. (021) 826-2200, Mr M Horne, tel. no. (021) 946-3790, Mr R Arendse, tel. no. (021) 534-4361

**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 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. The pool of applicants will be considered for vacancies within (the Chief Directorate: Metro Health Services), for a period of three months from the date of the advert, provided that the job title, core functions, inherent requirements, and salary level are the same as those of the advertised post. Candidates will be subjected to a written/practical and oral assessment.

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/202** : **CLINICAL NURSE PRACTITIONER GRADE 1 TO 2 (PRIMARY HEALTH CARE) (TRAUMA AND OPD)**  
Cape Winelands Health District

**SALARY** : Grade 1: R476 367 per annum  
Grade 2: R583 989 per annum

**CENTRE** : Stellenbosch Hospital

**REQUIREMENTS** : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683 plus R254) 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 diploma in Clinical Nursing Science: Health Assessment, Treatment and Care, accredited with the SANC (R48) OR a 4 Year bachelor's degree in nursing (R174) or equivalent qualification (R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post graduate diploma (R635) accredited with the SANC in Primary

Care Nursing. Registration with a professional council: Registration with the South African Nursing Council as Professional Nurse. Experience: **Grade 1:** A minimum of 4 years' appropriate/recognisable nursing experience after registration with the SANC as Professional Nurse in General Nursing. **Grade 2:** A minimum of 14 years appropriate/recognisable nursing experience after registration with the SANC as 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 Diploma in Clinical Nursing Science, Health Assessment, Treatment Care or a post graduate diploma (R635) accredited with the SANC in Primary Care Nursing. Inherent requirement of the job: Willingness to work shifts, night duty, overtime, public holidays and weekends. Willingness to work in other wards in hospital. Competencies (knowledge/skills): Computer literacy (MS Word, Excel, Power Point and Outlook.) Knowledge of appropriate legislation, regulations and departmental Policies. Knowledge of the Hospital Emergency Centre Triage Information Systems (HECTIS) and South African Triage System (SATS) and Practical Approach to Care Kit (PACK). Knowledge and experience in human resource management, quality assurance, financial and supply chain procurement processes. Experience in the use of clinical equipment and control of budget implementation and monitoring of standards. Effective communication, Problem-solving, decision-making and resolution skills. PACK training or experience. Maintain and participate in inter-professional and multi-disciplinary teamwork and work independently.

**DUTIES** : (key result areas/outputs): Assist with the management of the burden of disease in accordance with the guidelines and protocols of the Western Cape. Provide and maintain quality of care to all patients and health services. Maintain accurate clinical records, statistics registers, and referral records. Effective utilization of Resources/Stock within the limited budget constraints. Maintain and participate in inter-professional and multi-disciplinary teamwork but able to work independently. Supervise and mentor lower categories of staff. Maintain professional growth/ethical standards and self-development.

**ENQUIRIES** : Ms RZ De Silva, tel. no. (021) 808-6153  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").

**NOTE** : No payment of any kind is required when applying for this post. Shortlisted candidates may be required to do 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 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 or a post graduate diploma (R635) accredited with the SANC in Primary Care Nursing.

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/203** : **CLINICAL NURSE PRACTITIONER GRADE 1 TO 2 (PRIMARY HEALTH CARE)**

Chief Directorate: Metro Health Services

**SALARY** : Grade 1: R476 367 per annum  
 Grade 2: R583 989 per annum

**CENTRE** : Inzame Zabantu Community Day Centre  
**REQUIREMENTS** : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683 plus R254) 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 diploma in Clinical Nursing Science: Health Assessment, Treatment and Care, accredited with the SANC (R48). OR a 4 year Bachelor Degree in Nursing (R174) or equivalent qualification (R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post graduate diploma (R635) accredited with the SANC in Primary Care Nursing. Registration with a professional council: Registration with the SANC as a Professional Nurse. Experience: **Grade 1:** A Minimum of 4 years appropriate/recognisable nursing experience after registration with the SANC as a Professional Nurse in General Nursing. **Grade 2:** A minimum of 14 years

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/recognizable experience after obtaining the one-year post-basic qualification or post graduate Diploma in the relevant specialty. Inherent requirement of the job: A valid (code B/EB) driver's licence and willingness to travel. Willingness to render clinical support at other facilities within the sub-structure if needed. Competencies (knowledge/skills): Basic computer literacy (MS Office). Ability to function independently, as well as in a multi-disciplinary team to ensure good patient care. NIMART training or experience. Effective communication skills.

**DUTIES** : (key result areas/outputs): Assist with the managing and provision of clinical comprehensive PHC service. Plan and implement Health Promotion and Prevention activities in facility and community. Link with the community structures and the NPO's. Collect data and submit reports on or before time. Assist with managing human and equipment resources. Ensure an effective administrative service. Facilitate clinical teaching, training and health education. Provision of effective clinical services. Partake in research activities.

**ENQUIRIES** : Ms N Bizo, tel. no. (021) 830-6944  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 in: Curative Skills in Clinical Nursing Science: Health Assessment, Treatment and Care accredited with the SANC (R48) or a post graduate diploma (R635) accredited with the SANC in Primary Care Nursing. Candidates will be subjected to a written/practical, and oral assessment.

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/204** : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: MENTAL HEALTH) (PSYCHIATRY WARD OPD)**

**SALARY** : Grade 1: R476 367 per annum  
 Grade 2: R583 989 per annum

**CENTRE** : Tygerberg Hospital, Parow Valley  
**REQUIREMENTS** : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683 plus R880) 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 (R212). -OR A 4 year Bachelor Degree in Nursing (R174) or equivalent qualification (R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post graduate diploma (R635) accredited with the SANC in Mental Health Nursing. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: **Grade1:** A Minimum of 4 years appropriate/recognisable nursing experience after registration with the SANC as a Professional Nurse in General Nursing. **Grade 2:** A minimum of 14 years 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/recognizable experience after obtaining the one-year post-basic qualification year in Advanced Psychiatric Nursing Science (R212) or a post graduate diploma (R635) accredited with the SANC in Mental Health Nursing. Inherent requirement of the job: Ability and willingness to assist with shifts including weekends, public holidays, night duty relief and overtime as the need arises. Willingness to rotate between departments. Competencies (knowledge/skills): Basic computer literacy. Good written and verbal communication skills. Knowledge of relevant legislation and policy related to the nursing speciality. Strong leadership and interpersonal skills. Good organisational skills and the ability to function under pressure.

**DUTIES** : (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 the nursing personnel as a

Professional Nurse in the specific speciality clinical area. Render and supervise specialised clinical nursing care and support clinical staff with procedures within the specific clinical speciality unit. Utilize human, material and physical resources and development of self and others. Display core values of the Department of Health and Wellness (WCG) on the execution of duties while practicing within the legislation, regulations and protocols applicable to the public service.

- ENQUIRIES** : Ms V Dubase, tel no. (021) 938-4000
- APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 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 or a post graduate diploma (R635) accredited with the SANC in Mental Health Nursing.
- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/205** : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: MATERNITY AND NEONATAL) (2 POSTS)**  
Cape Winelands Health District
- SALARY** : Grade 1: R476 367 per annum  
Grade 2: R583 989 per annum
- CENTRE** : Robertson Hospital
- REQUIREMENTS** : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683 plus R254) 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 Midwifery and Neonatal Nursing Science (R212). Or - A 4 year Bachelor Degree in Nursing (R174) or equivalent qualification (R683 plus R1497 or R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post graduate diploma (R635) accredited in Midwifery. Registration with a professional council: Registration with the SANC as a Professional Nurse. Experience: **Grade 1:** A minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. **Grade 2:** A minimum of 14 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1-year post-basic qualification or post-graduate diploma in the relevant speciality. Inherent requirement of the job: Willingness to work shifts, public holidays, after-hours, night duty and weekend cover for nursing. Competencies (knowledge/skills): Knowledge of relevant legislation and policies of the Department of Health Western Cape. Computer literacy (MS Word, Excel, Power Point and Outlook). Implement skills to plan and organize the service by problem solving and decision making. Leadership towards the realization of strategic goals and objectives in the Obstetrics Department. Ability to function independently, as well as in a multi-disciplinary team to ensure good patient care. Ability to communicate effectively (both written and verbal).
- DUTIES** : (key result areas/outputs): Ensure quality patient care regarding the identification of nursing needs, the planning & implementation of nursing care plans and the education of nursing personnel as Professional Nurse in the Obstetric department Utilize human, material and physical resources efficiently and effectively. Render and supervise specialized clinical nursing care and support staff with surgical and medical procedures. Maintain & promote professional growth/ethical standards and development of self and others. Display of core values of the Department of Health & Wellness in the WCH. In the execution of duties, while practicing within the legislation, regulations and protocols applicable to public service.
- ENQUIRIES** : Ms NJ Mitchell tel. no. (023) 626-8519
- APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").

- NOTE** : No payment of any kind is required when applying for this post. Candidate will be subjected to a practical. Candidates who are not in possession of the required qualification will be appointed into the general stream, and they will be required to obtain the necessary qualification 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: A post-basic nursing qualification with a duration of at least 1 year accredited with the SANC in Advanced Midwifery and Neonatal Nursing Science (R212) or A post graduate diploma (R635) accredited in Midwifery.
- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/206** : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: MATERNITY)**  
Chief Directorate: Metro Health Services
- SALARY** : Grade 1: R476 367 per annum  
Grade 2: R583 989 per annum
- CENTRE** : Wesfleur 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 (SANC) as Professional Nurse and Midwife. Post-basic nursing qualification, with duration of at least 1 year, accredited with SANC in Advanced Midwifery and Neonatal Nursing Science. Registration with a professional council: Registration with the SANC as Professional Nurse and Midwife. Experience: **Grade 1:** A minimum of 4 years' appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. **Grade 2:** A minimum of 14 years' appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period above must be appropriate/recognisable experience in the specific speciality after obtaining the 1-year post-basic qualification in Advanced Midwifery & Neonatal Nursing Science. Inherent requirements of the job: Required to work shifts and after hours (weekend, public holidays, and night duty). Competencies (knowledge/skills): Basic computer literacy. Good written and verbal communication skills. Knowledge of relevant legislation and policy related to the nursing speciality. Strong leadership and interpersonal skills. Good organisational skills and the ability to function under pressure.
- DUTIES** : (key result areas/outputs): Responsible for the provision and implementation of comprehensive holistic nursing care and treatment to all pregnant clients. Assist with management of people management services within the Department. Effective utilization of financial resources within the department. Ensure the promotion of Quality Assurance, Infection Control and Prevention & Occupational Health & Safety within the Department. Deliver a support service to the Operational Manager and ensure effective coordination of the Nursing Division after hours.
- ENQUIRIES** : Ms R Bruintjies, tel. no. (021) 816-8577
- APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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. "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: The pool of applications will be considered for vacancies within Metro Health Service, for a period of three months from the date of the advert, provided that the job title, core functions, inherent requirements, and salary level are the same as those of the advertised post.
- CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/207** : **ASSISTANT DIRECTOR: FINANCE**

**SALARY** : R468 459 per annum  
**CENTRE** : Tygerberg Hospital, Parow Valley  
**REQUIREMENTS** : Minimum educational qualification: An appropriate 3-year National Diploma / Degree. Experience: Appropriate experience in Revenue (Hospital Fees, Patient Administration, Medical Records and Case Management). Appropriate experience in supervisory capacity. Appropriate experience in the key performance areas of the job. Inherent requirement of the job: Valid driver's licence (Code B/EB) and willingness to travel. Competencies (knowledge/skills): Extensive knowledge and understanding of the healthcare environment and relevant legislation and regulations within Revenue (Hospital Fees, Patient Administration, Medical Records and Case Management). In-depth knowledge of Revenue (Hospital Fees, Patient Administration, Medical Records and Case Management) prescripts, guidelines, policies, and National and Provincial target setting and knowledge pertaining related fiscal policies. Strong problem-solving, lateral thinking, and revenue management skills, complemented by proficiency in patient administration, report writing, and the use of technology. Demonstrates excellent communication skills, as well as strong training, presentation, interpersonal, leadership, and conflict resolution abilities. Advance computer proficiency in MS Office (PowerPoint, Excel, Word) and highly developed understanding of Health Information Systems such as but not limited to SINJANI, Clinicom, BAS, SYSPRO, JAC, DHIS, SharePoint, SPV, PHCIS, Tier.Net, HECTIS, and eCCR, etc. Good leadership and interpersonal skills, with the ability to work independently and as part of a team. Excellent communication skills (written and verbal).

**DUTIES** : (key result areas/outputs): Effectively and efficiently provide leadership and manage the Revenue (Hospital Fees, Patient Administration, Medical Records and Case Management) section in the Finance Directorate, to achieve its goals, objectives and targets by providing interpretation, application and ensure compliance to all policies, regulations, prescripts and instructions. Support the implementation of Revenue (Hospital Fees, Patient Administration, Medical Records and Case Management) policies, data collection tools, definitions, standard operating procedures, and monitor and coordinate data flow processes, according to policy time frames. Support internal and external stakeholders in terms of revenue management and patient administration. Must adhere to requirements of the different levels of reporting i.e. Provincial and National levels. Manage the production of relevant, timeous and accurate operational reports. Monitor revenue collection to ensure collection targets are met. Ensure efficient and accurate billing of patients including correct classification of patients. Monitor debtors accounts and manage debt collection processors including medical aid patients. Managing of hospital patient records and related administrative processes of recordkeeping and disposal processes. Oversight of Case Management protocols and ensuring efficient auditing of patient records related to adequate billing and ICD10 coding. Performing audit readiness assessments, liaison with auditors (external and internal) and deal with audit queries. Management of staff in the component, including staff performance, R&S process, training, disciplinary process and general support of staff.

**ENQUIRIES** : Mr AAH Malgas, tel. no. (021) 938-4014  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").

**NOTE** : No payment of any kind is required when applying for this post. A competency test will form part of the selection process.

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/208** : **ASSISTANT DIRECTOR: SUPPLY CHAIN MANAGEMENT**  
Chief Directorate: Emergency And Clinical Support Service

**SALARY** : R468 459 per annum  
**CENTRE** : Emergency Medical Services  
**REQUIREMENTS** : Minimum educational qualification: Appropriate 3-year Diploma/Degree or related field. Experience: Appropriate experience in supply chain management within a public sector environment. Appropriate supervisory experience. Inherent requirement of the job: A valid (Code B) driver's licence. Ability to work under pressure and across multiple EMS sites. Competencies (knowledge/skills): Ability to manage confidential information. In-depth

knowledge of demand, acquisition, contract, asset, warehouse and disposal management. Knowledge of bid committee processes and SCM legislative frameworks. Advanced computer literacy (Excel, Word, PowerPoint). Strong analytical, organisational, problem-solving and communication skills. Interpersonal, leadership and conflict-management skills. Extensive knowledge and experience in PFMA, NTRs, PTIs, AOS, LOGIS and Procurement Integration systems.

- DUTIES** : (key result areas/outputs): Manage demand and acquisition management, including the development and coordination of the EMS annual demand and procurement plan and execution of compliant procurement processes. Coordinate and support bid committee processes, including specification drafting, bid evaluations, compliance checks and implementation of committee resolutions. Administer and monitor contracts, maintain a comprehensive contract register and ensure supplier performance, renewals, extensions and quality control. Manage asset, warehouse and disposal functions, including maintaining the EMS asset register, conducting stock takes across 52 stations and overseeing warehouse operations. Ensure SCM governance and compliance, including reporting, audit responses, irregular expenditure monitoring, DICU assessments and implementation of corrective actions. Compile and submit all required SCM reports, including monthly, quarterly and annual compliance reports and RFI file maintenance. Manage and develop SCM staff, including performance management, training coordination, discipline, recruitment and workload planning.
- ENQUIRIES** : Mr C Wylie, tel. no. (021) 508-4517
- APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post.
- CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/209** : **ASSISTANT DIRECTOR: FINANCE**  
Chief Directorate: Metro Health Services

**SALARY** : R468 459 per annum

**CENTRE** : Khayelitsha/ Eastern Sub-structure Office

**REQUIREMENTS** : Minimum educational qualification: Appropriate 3-year Degree/National Diploma. Experience: Appropriate experience in Financial Accounting and Financial Management. Appropriate supervisory or management experience. Inherent requirement of the job: Valid Code B/EB driver's license. Willingness to travel and work extra hours. Competencies (knowledge/skills): Knowledge and practical experience of BAS and PERSAL system. Knowledge and practical experience of the AFS/IFS processes. Knowledge of the PFMA, National and Provincial Treasury Regulations. Knowledge of the Accounting Officer's System of the Department. Computer literacy (Ms Word, Excel and PowerPoint). Excellent verbal and written communication skill. Accuracy and attention to detail. Knowledge of the Accounting Officer's System specifically Procurement prescribes.

**DUTIES** : (key result areas/outputs): Ensure efficient budget, expenditure, accounts and revenue management. Management of conditional grants, transfer and sundry payments. Provide input into and coordinate the AFS/IFS on District level. Compliance management & respond to audit queries. District Office administration. Manage the Finance section and ensure the correct application of accounting classification codes. Oversee human resources within the section, general management and administrative support within the section. Completion and coordinating monthly BMI and IYM. Reconciliation and clearing of monthly assets & liabilities accounts. Develop and implement Finance SOP's for the sub-structure. Coordinate periodic finance meetings. Facilitate budget allocation, adjustment and Submission process.

**ENQUIRIES** : Mr M Dzanibe, tel.no (021) 360-4200 or email: [malusi.dzanibe@westerncape.gov.za](mailto:malusi.dzanibe@westerncape.gov.za)

**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 Assistant Director: Finance post within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert. Candidates may be subjected to a written/practical and oral assessment.

**CLOSING DATE** : 14 April 2026, 17:00 PM

<b><u>POST 11/210</u></b>	:	<b><u>ASSISTANT DIRECTOR: FINANCIAL MANAGEMENT</u></b> Chief Directorate: Emergency and Clinical Support Services
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R468 459 per annum EMS Finance and Supply Chain, U2 – Tygerberg Hospital premises Minimum educational qualification: Appropriate 3-year Diploma/Degree or related field. Experience: Appropriate experience in financial administration within a public sector environment. Appropriate supervisory experience. Inherent requirement of the job: Valid (Code B/EB) driver's licence. Ability to work independently and as part of a team. Competencies (knowledge/skills): Sound knowledge of financial management, budgeting, expenditure and revenue processes. Advanced computer literacy (Excel, Word, PowerPoint). Strong analytical, problem solving and communication skills. Leadership, interpersonal and conflict management skills. Extensive knowledge and experience in PFMA, NTRs, PTIs, BAS and SYSPRO.
<b><u>DUTIES</u></b>	:	key result areas/outputs): Manage financial planning, budgeting and expenditure control within EMS, including MTEF and adjustment estimates. Monitor in year expenditure, compile IYM reports and ensure 30 day payment compliance. Implement and maintain financial governance, internal controls and audit processes, including irregular expenditure registers. Prepare monthly, quarterly and annual financial reports, including AFS/IFS inputs and monitoring accruals and commitments. Support and monitor EMS revenue management processes, reporting and compliance with billing policies. Supervise and develop finance staff through performance management, leave planning and skills development. Manage recruitment, disciplinary matters and grievance procedures within the finance component.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Mr C Wylie, tel. no. (021) 508-4517 Applications are submitted online via <a href="http://www.westerncape.gov.za/health-jobs">www.westerncape.gov.za/health-jobs</a> (click "online applications")
<b><u>NOTE CLOSING DATE</u></b>	:	No payment of any kind is required when applying for this post. 14 April 2026, 17:00 PM
<b><u>POST 11/211</u></b>	:	<b><u>ASSISTANT DIRECTOR: SUPPLY CHAIN MANAGEMENT (GOODS &amp; SERVICES) 2 POSTS</u></b> Directorate: Supply Chain Management (Sourcing)
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R468 459 per annum Head Office, Cape Town Minimum educational qualification: An appropriate 3-year National Diploma/Degree in Supply Chain Management/Procurement/Law/Public Management/Finance/Auditing/Project Management/Commercial field) or equivalent. Experience: Appropriate experience in Managing Tenders, Demand Management and Contract Administration within a Supply Chain Management environment. Inherent requirements of the job: Valid driver's licence. Competencies (knowledge/skills): Knowledge of negotiating with suppliers, procurement prescripts and government bid procedures. Must be able to work under pressure. Ability to perform calculations relating to foreign currency, CPIX, etc. Ability to handle matters of a confidential nature Knowledge relating to management of contracts, Tenders and the legal aspect of it. Computer literacy (Word, Excel, PowerPoint) Ability to work accurately with figures, data analysis and reporting. Sound knowledge of various legislations governing supply chain management and National Treasury Prescripts. Knowledge of Demand and Acquisition Management.
<b><u>DUTIES</u></b>	:	(key result areas/outputs): Handle all procurement and Tender management processes. Provide input on bid specifications in accordance with agreed strategies and objectives. Scrutinize bids received to ensure Bidder compliance. Compile Memorandum to Bid Adjudication Committee. Execute Bid Committee and Delegate's resolutions. Responsible for finalizing applications for price escalations for index and Rate of Exchange claims. Inspect contractors' premises and vigilantly monitor contractors' performance. Ensure that service level agreements exist and are effectively managed and compliance thereto is monitored. Ensure the monitoring of compliance by service providers and institutions to their contractual obligations. Supervise staff. Comply with reporting requirements.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Mr A Mili, tel. no. (021) 834 9051, e-mail: <a href="mailto:Ayanda.Mili@westerncape.gov.za">Ayanda.Mili@westerncape.gov.za</a> Applications are submitted online via <a href="http://www.westerncape.gov.za/health-jobs">www.westerncape.gov.za/health-jobs</a> (click "online applications").

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

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/212** : **ASSISTANT DIRECTOR: INFORMATION MANAGEMENT**  
Directorate: Information Management

**SALARY** : R468 459 per annum

**CENTRE** : Head Office, Cape Town

**REQUIREMENTS** : Minimum educational qualification: An appropriate three-year National Diploma or degree. Experience: Appropriate experience in managing and supporting hospital information systems, specifically Clinicom and related HIS applications. Appropriate experience in support and maintenance. Appropriate experience in system support and maintenance, including monitoring system performance, resolving incidents, managing helpdesk calls, analysing root causes of system issues and ensuring timely resolution to maintain operational continuity. Appropriate experience of hospital administrative and clinical processes. Appropriate experience working on Electronic Health Record systems/modules. Appropriate experience in training, user support, and system administration. Appropriate experience with clinical and administrative processes in hospital or PHC settings. Appropriate experience with master data management, quality control, and systems integration (e.g., NHLS, JAC, PHCIS, PREHMIS). Inherent requirement of the job: Valid driver's license. Willingness to travel to WCDHW health institutions. Willingness to work overtime when required Proven ability to lead and work effectively within a team environment. Competencies (knowledge/skills): Good communication and interpersonal skills. Strong problem-solving abilities and abilities to escalate issues appropriately. Ability to provide user training and support across multiple systems. Accurate data capturing and strong attention to detail. Computer literacy, including MS Office and MS Teams. Knowledge of Clinicom, Clinicom Evergreen, eCCR, FBE, EMCI, PMI Hygiene, NetTerm, BMC Remedy, HPRS, Terminology Services, and integration platforms. Understanding of business process re-engineering and patient flow. Understanding of system maintenance, enhancement processes, and quality control procedures.

**DUTIES** : (key result areas/outputs): Managing and supporting Hospital Information Systems (HIS), specifically Clinicom and related applications, ensuring the effective operation, coordination, user support and system oversight across facilities. Provide operational oversight and support for Clinicom, NetTerm, eCCR and related systems, including incident management, system monitoring, release communication and ensuring the effective functioning of hospital information systems across supported facilities. Liaise and communicate with HIS Management, Hospital Management, Information Officers and IT (Cel) regarding system updates, operational issues, outages, risks and system-related information, ensuring that relevant stakeholders are informed and supported. Attend and participate in Application Centre meetings, MANCO sessions, workshops and hospital HIS or IMU meetings, and facilitate System Manager and System Controller meetings where required. Manage and implement system change control processes, including the maintenance and updating of Master Files such as Inpatient, Outpatient, Service Groups, Medical Records, Theatre, Waiting Lists and Global Master Files through NetTerm in accordance with approved processes and Head Office requirements. Coordinate and support system enhancements, new requirements and system development initiatives, including participation in Joint Application Development (JAD) sessions, sprint reviews and design discussions, and assist with the rollout and implementation of new system modules across facilities. Provide onsite and remote support to facilities, including scheduled visits and virtual assistance, while assisting with system-related hardware and software issues such as workstation configuration, printing, client software and related technical challenges. Manage user access administration and audit compliance, including processing access requests, maintaining appropriate documentation and ensuring compliance with system governance, audit and reporting requirements. Support operational system workflows, including assisting users with AR (Billing) processes, Cost Centre Requisitioning (CCR), clinic cancellations, duplicate death corrections, diary template creation and other operational system functions. Maintain data integrity and quality control, including Patient Master Index (PMI) data management between PHCIS and PREHMIS, conducting quality control on system interfaces with third-party systems such as Centricity Cardiology, RIS,

ECM, PHCIS and PREHMIS, and developing or maintaining quality control scripts and packages. Identify and coordinate training requirements for system users and Information Management staff, develop training schedules for Information Officers and Core Trainers, and deliver formal or informal training on system functionality, enhancements and processes. Manage staff and HR-related responsibilities, including performance management, staff development, leave management and task allocation. Provide data reporting and analytical support, including generating patient and user reports through data mining applications such as Impromptu and supporting information management and operational reporting requirements. Provide after-hours system support when required to ensure continuity of operations and support additional facilities where operationally necessary.

**ENQUIRIES** : Mr J Maharaj, tel.no. (021) 938-6513  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").  
**NOTE** : No payment of any kind is required when applying for this post.  
**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/213** : **ASSISTANT DIRECTOR: HUMAN RESOURCE ADMINISTRATION**  
 Chief Directorate: Metro Health Services

**SALARY** : R468 459 per annum  
**CENTRE** : Karl Bremer Hospital  
**REQUIREMENTS** : Minimum educational qualification: Appropriate 3-year National Diploma/Degree in the field of Human Resource Management. Experience: Appropriate experience in human resource management (salary administration, employee relations & people development). Appropriate supervisory and PERSAL experience. Inherent requirement of the job: Valid driver's licence, Code B/EB. Competencies (knowledge/skills): Proven knowledge of Public Service Regulations, Prescripts and Public Service Act and Audit compliance prescripts. Strong managerial and supervisory skills and computer skills (MS Word and PowerPoint) and good interpersonal, organizational skills and ability to function under pressure and meet deadlines. Problem solving, decision making and time management skills. Knowledge and skills regarding operational planning in a human resource management environment.

**DUTIES** : (key result areas/outputs): Effective management of human resource administration in line with audit requirements. Effective Compliance Management in line with Departmental Policies & prescripts, Auditor-General requirements, Ideal Hospital Framework and Office of Health Standards and Compliance. Management of employee development and training initiatives to enhance organisational performance. Effective management of employee relations processes. Supervision & Optimal Support to Supervisor.

**ENQUIRIES** : Ms CN Cornelius, tel. no. (021) 834-5897  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").  
**NOTE** : No payment of any kind is required when applying for this post.  
**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/214** : **ASSISTANT DIRECTOR: FINANCE (BUDGET AND EXPENDITURE)**

**SALARY** : R468 459 per annum  
**CENTRE** : Groote Schuur Hospital, Observatory  
**REQUIREMENTS** : Minimum educational qualification: Appropriate 3-year National Diploma or Degree in Financial Accounting, Management Accounting, Auditing or a related field. Experience: Appropriate experience with a proven track record across key areas of financial accounting. Inherent requirement of the job: Valid Code B/EB driver's licence. Competencies (knowledge/skills): Ability to work under pressure and handle matters of a confidential nature. Experience in data analytics and Excel template development. Strong people management and the ability to work effectively within a multidisciplinary team. Sound problem-solving abilities, strong written and verbal communication, presentation capability, and project management skills. Strong technical financial abilities, with experience in audit and accounting environments. Competence in preparing financial reports and analysing financial prescripts. Experience in contributing to Annual and Interim Financial Statements (AFS/IFS), accrual accounting, the Modified Cash Standard (MCS), and/or GRAP. Advanced

- computer literacy, including Excel, Word, and PowerPoint. Knowledge of BAS, LOGIS, Syspro and Supply Chain Management processes.
- DUTIES** : (key result areas/outputs): Provide leadership and oversee the Finance Department, including the Merchant Account and Ledger Account sections. Manage and control debt ledger accounts, debt administration, and reconciliation processes. Oversee control of ledger accounts, including payroll, asset and liability accounts, and miscellaneous recoveries. Oversee disbursement processes and ensure compliance with financial prescripts for all supplier payments. Manage the Syspro 6 (Material Management System) Accounts Payable module and associated data capturing. Control and maintain the institutional budget and provide management with accurate and timely reports. Oversee statistical reporting and provide financial information to support decision-making on expenditure trends, projections, cost drivers, and variances. Manage staff performance, training and development, and attend to relevant HR matters. Liaise with internal stakeholders to support effective financial governance, including oversight of irregular, fruitless and wasteful expenditure. Promote a positive organisational culture through change management, innovation, conflict resolution, and risk mitigation within the Finance Section. Provide input and responses to audit queries and support audit processes.
- ENQUIRIES** : Mr C Frank, tel no. (021) 404-3248  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post.  
**CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/215** : **ASSISTANT DIRECTOR: HR AND FACILITY MANAGEMENT**  
 Chief Directorate: Metro Health Services
- SALARY** : R468 459 per annum  
**CENTRE** : False Bay Hospital, Southern Western Sub-structure  
**REQUIREMENTS** : Minimum educational qualification: Appropriate 3-year National Diploma or Degree. Experience: Appropriate experience in all aspects of human resource and facility management. Appropriate supervisory experience. Appropriate PERSAL experience. Inherent requirements of the job: Willing to do Standby Duties. Competencies (knowledge/skills): Sound knowledge of Human Resource policies, procedures, prescripts, HR audit compliance prescripts, management of the Approved Post list (APL), establishment control, Human Resource Development and Labour Relations. Leadership, management, planning and coordination skills. Good communication and interpersonal skills. The ability to function independently and in a multi-disciplinary team. Computer literacy (MS Word/Excel/Powerpoint/Outlook). Ability to think creatively and apply ideas. Good written skills ie. able to draft complex letters, memos, reports etc.
- DUTIES** : (key result areas/outputs): Optimized management of talent acquisition, selection and appointment processes. Efficient oversight of performance management and assessments. Ensure sound and competent management of Training & Development, Labour Relations/Employee Relations and foster and promote employee wellness. Effective and efficient governance of HR Administration, Conditions of Service & Remuneration and Quality and Risk Management processes. Effective Facility Management which comprises of the following areas: Technical Services, Transport, Telecom services and Grounds. Management of subordinates and support to Manager Medical Services and department heads.
- ENQUIRIES** : Dr MS Rambiyana, tel. no. (021) 832-5202  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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/written and oral assessment.  
**CLOSING DATE** : 14 April 2026, 17:00PM
- POST 11/216** : **ASSISTANT DIRECTOR: HR AND FACILITY MANAGEMENT**  
 Cape Winelands Health District
- SALARY** : R468 459 per annum  
**CENTRE** : Robertson Hospital

- REQUIREMENTS** : Minimum educational qualification: Appropriate 3-year National Diploma or Degree. Experience: Appropriate experience in managing of staff in a health facility. Appropriate experience in all aspects of personnel management, labour relations and staff development. PERSAL experience. Inherent requirement of the job: Valid driver's licence (Code B/EB). Willingness to travel. Competencies (knowledge/skills): Sound and relevant knowledge regarding the Governmental or departmental policies and legislation. Good communication (written and verbal). Supervisory and leadership skills. Computer skills (MS Office, Excel and PowerPoint). Sound and relative knowledge of Human Resource policies and practices. Contract management knowledge and skills. Proven track record as an effective line manager. Computer literacy.
- DUTIES** : (key result areas/outputs): Facilitate, co-ordinate and manage HR Planning, Recruitment and Selection, Human Resource Development, Human Resource Administration and sound Labour Relations within the Sub-district. Implement and maintain policy documents/circulars as well as the provision of training on aspects of conditions of service within the Sub-district. Manage and co-ordinate the implementation of Occupational Specific Dispensations within the Sub-district. Administer and ensure that audit investigations and follow-up investigations as well as feedback on Auditor- General and ensure that enquiries and action plans are done timeously. Manage the Support Services of the hospital which comprise of the following areas: cleaning, pest control, waste management, morgue, porter services, transport, telecom services, security, workshop, laundry and linen services. Manage and co-ordinate the SPMS system and PILIR processes.
- ENQUIRIES** : Dr N Beyers, tel. no. (023) 626-8543
- APPLICATIONS** : Applications are submitted online via [www.Westerncape.Gov.Za/Health-Jobs](http://www.Westerncape.Gov.Za/Health-Jobs) (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post.
- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/217** : **RADIOGRAPHER GRADE 1 TO 3 (DIAGNOSTIC)**  
Chief Directorate: Rural Health Services
- SALARY** : Grade 1: R397 233 per annum  
Grade 2: R463 941 per annum  
Grade 3: R543 099 per annum
- CENTRE** : George Regional Hospital
- REQUIREMENTS** : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Radiographer (Diagnostic). Registration with a professional council: Registration with the HPCSA as a Radiographer (Diagnostic). Experience: **Grade 1:** None after registration with the HPCSA in Radiography (Diagnostic) in respect of RSA qualified employees. One-year relevant experience after registration with the HPCSA in Radiography (Diagnostic) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** A minimum of 10 years relevant experience after registration with the HPCSA in Radiography (Diagnostic) in respect of SA qualified employees. A Minimum of 11 years relevant experience after registration with the HPCSA in Radiography (Diagnostic) 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: Willingness to provide a 24-hour service. Ability to lift patients. Ability to work long hours. Willingness to perform standby duties, work weekends, public holidays and overtime if requested. Competencies (knowledge/skills): Knowledge of protocols and radiation protection. Quality assurance and equipment safety. Good interpersonal skills and effective performance as part of a multidisciplinary team. Knowledge of PACS and Radiology information systems. Good communication skills.
- DUTIES** : (key result areas/outputs): Provide a Radiographic service. Produce diagnostic images of high quality. Optimal patient care. Safe use and care of equipment. Accurate record keeping and management of radiology unit at George Regional Hospital. Assist with training of junior radiographers. Participate in continuing professional development activities.
- ENQUIRIES** : Ms SM Loff, tel. no. (044) 802-4567
- APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").

<b><u>NOTE</u></b>	:	No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to 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 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).
<b><u>CLOSING DATE</u></b>	:	14 April 2026, 17:00PM
<b><u>POST 11/218</u></b>	:	<b><u>PHYSIOTHERAPIST GRADE 1 TO 2</u></b> Chief Directorate: Metro Health Services
<b><u>SALARY</u></b>	:	Grade 1: R397 233 per annum Grade 2: R463 941 per annum
<b><u>CENTRE</u></b>	:	Mitchell's Plain Community Health Centre
<b><u>REQUIREMENTS</u></b>	:	Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Physiotherapist. Registration with a professional council: Registration with the Health Professions Council of South Africa (HPCSA) as a Physiotherapist. Experience: <b>Grade 1:</b> None after registration with the HPCSA as a Physiotherapist in respect of RSA-qualified employees. 1-year relevant experience after registration with the HPCSA as Physiotherapist in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. <b>Grade 2:</b> A minimum of 10 years relevant experience after registration with the HPCSA as a Physiotherapist in respect of RSA-qualified employees. A Minimum of 11 years relevant experience after registration with the HPCSA as Physiotherapist 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: Willingness to perform after hours and weekend duties. A valid driver's licence (Code B/EB). Willingness to render clinical support at other facilities within the Sub-structure. Competencies (knowledge/skills): Thorough knowledge of all aspects relating to physiotherapy interventions in general. Assertiveness, creativity & dedication to optimal but realistic level of care. Ability to work under pressure. Ability to take into consideration the necessary precautions for the specific medical condition of each patient. Ability to maintain and update knowledge and technique in all aspects of physiotherapy.
<b><u>DUTIES</u></b>	:	(key result areas/outputs): Providing and rendering physiotherapy service within the level of service delivery. Perform administrative processes relating to smooth running of a physiotherapy department. Effective management of human and physical resources. Contributing to clinical education and training.
<b><u>ENQUIRIES</u></b>	:	Ms Y Samuels, tel. no. (021) 684-1400
<b><u>APPLICATIONS</u></b>	:	Applications are submitted online via <a href="http://www.westerncape.gov.za/health-jobs">www.westerncape.gov.za/health-jobs</a> (click "online applications").
<b><u>NOTE</u></b>	:	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 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)". Candidates will be subjected to a written/practical and oral assessment.
<b><u>CLOSING DATE</u></b>	:	14 April 2026, 17:00PM
<b><u>POST 11/219</u></b>	:	<b><u>COMMUNICATION OFFICER: EMS</u></b> Directorate: Communications
<b><u>SALARY</u></b>	:	R397 116 per annum
<b><u>CENTRE</u></b>	:	Head Office, Cape Town (stationed at Bellville Health Park, Bellville)
<b><u>REQUIREMENTS</u></b>	:	Minimum educational qualification: Appropriate three-year National Diploma/Degree in Communication, Journalism, or Public Relations. Experience: Appropriate experience in a communication, public relations or

media environment, which include building and managing client and stakeholder relationships; developing visual communication products; media, reputation and response management; internal communication, brand management, and developing and executing communication campaigns. Appropriate experience in a communication or media environment. Appropriate experience in Adobe InDesign, video editing software, and photography. Inherent requirements of the job: Valid Code (B/EB) driver's license. Willing to be on standby for media queries and to occasionally travel for work. Ability to communicate fluently in English and Afrikaans or isiXhosa. Competencies (knowledge/skills): Developing and executing communication campaigns. Reactive and proactive reputation management. Visual and written storytelling and content development. Creating and packaging content aimed at specific platforms and audiences. Photography and videography. Excellent verbal and written communication skills. Strong interpersonal skills. Excellent time management. Understanding and interpreting complex figures and narratives.

**DUTIES** : (key result areas/outputs): Conceptualisation and implementation of communication plans and campaigns. Reputation and response management. Internal communication and brand management. Project and event management. Building and maintaining a positive narrative across all platforms. Monitoring and evaluation of communication campaigns, risks, and sentiment. Feedback and reporting on area of responsibility.

**ENQUIRIES** : Ms M Lesch, tel. no. (021) 483- 3245

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

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

**CLOSING DATE** : 14 April 2026, 17:00PM

**POST 11/220** : **SENIOR ADMINISTRATIVE OFFICER: HUMAN RESOURCE MANAGEMENT (PERSONNEL ADMINISTRATION)**

**SALARY** : R397 116 per annum

**CENTRE** : Tygerberg Hospital, Parow Valley

**REQUIREMENTS** : Minimum educational qualification: Appropriate three-year National Diploma/ Degree. Experience: Appropriate Supervisory experience. Appropriate experience in all aspects of personnel, salary and the PERSAL system. Competencies (knowledge/skills): Excellent communication skills. Computer literacy (MS Word, Excel, PowerPoint. Knowledge and experience of PERSAL and their relevant functions.

**DUTIES** : (key result areas/outputs): The management and supervision of staff within the Personnel Office, the incumbent will also be expected to do relief duties in areas where a need is identified. Handling of HR Transversal matters within the Department such as Special Leave, salary recalls and management of overtime authorisations for the Institution. Manage, plan and co-ordinate the Personnel Office with regards to implementation and adhering to relevant policies, procedures, prescripts. -Provide assistance to clients, personnel, management and supervisors. To also perform Ad hoc tasks. Ensure policy implementation, co-ordination and provide necessary training. Responsible for compensation management, including OSD matters and grade progression. Assist, Complete and follow up compliance investigations. Development and training of staff. Assist with implementation of performance management which include pay progression, performance awards, performance agreement and staff performance management (SPMS) process. Investigate grievances about service benefits and SPMS. Monitor and ensure compliance/quality.

**ENQUIRIES** : Mr M Leokame, tel. no. (021) 938-4535

**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 practical assessment.

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/221** : **SYSTEM CONTROLLER**  
Directorate: Information Technology

**SALARY** : R397 116 per annum

**CENTRE** : Head Office, Cape Town (HIS: Regional Support)

**REQUIREMENTS** : Minimum educational qualification: Appropriate three-year Diploma or Degree (or equivalent). Experience: Appropriate working experience in Health

Information Technology and Health-IT Systems and suitable skills in IT service management, system administration, data quality assurance, and end-user support. Appropriate experience in training end-users and core trainers on system functionality. Appropriate experience in report writing and the use of tools such as Microsoft Excel, Power BI, and helpdesk systems (e.g., BMC). Appropriate experience in a Health environment will be to your advantage. Appropriate experience in managing and supporting hospital information systems, specifically CLINICOM and related HIS applications. Appropriate experience in providing support and maintenance to health institutions. Appropriate experience in system support for the Integrated Health Solution (IHS), including modules such as AR Billing, PHCIS, Clinical Documentation, HECTIS, CARES. Inherent requirements of the job: A valid (Code B/EB) driver's licence. Willingness to travel to Department of Health and Wellness facilities and services across the Western Cape. Willingness to work overtime, with flexibility and adaptability in a changing Health-IT environment. Proven ability to lead and work effectively within a team environment. Competencies (knowledge/skills): Broad knowledge of health service business processes. Strong communication skills to manage change processes and engage constructively with colleagues, managers, and stakeholders. Knowledge of system administration, user access management, and master file maintenance. Training and facilitation skills for both end-users and core trainers. Problem-solving skills and business process re-engineering capabilities. High computer literacy (MS Word, Excel, PowerPoint, Teams, OneDrive, SharePoint). Ability to produce accurate system reports and conduct quality control testing of new releases. Competency in health facility systems and processes, supported by relevant knowledge, skills, or work experience within a healthcare facility.

- DUTIES** : (key result areas/outputs): Provide end-user support across all health facilities and services in the Western Cape for various health application, especially CLINICOM. Respond to and resolve helpdesk calls, investigate problems, and escalate where required. Maintain and update master files, manage change control processes, control system access and print management, and ensure effective system operation. Identify training needs, coordinate and deliver training to users and core trainers, and ensure knowledge transfer of new system changes. Contribute to business process re-engineering across IHS modules, ensuring the solution is optimised for efficiency and effectiveness. Conduct quality control testing on new releases, generate reports, encourage correct system usage, and ensure dissemination of accurate information. Assist with development, testing, and implementation of new or enhanced IHS modules and functionality. Update and maintain system user manuals, guidelines, and procedures. Provide additional support to the supervisor and system managers as required.
- ENQUIRIES** : Mr J Maharaj, tel. no. (021) 938-6513
- APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").
- NOTE** : No payment of any kind is required when you are applying for this post. Shortlisted candidates will be required to undergo competency assessments/proficiency tests.
- CLOSING DATE** : 14 April 2026, 17:00pm
- POST 11/222** : **SENIOR ADMINISTRATIVE OFFICER: FINANCE (FEES)**
- SALARY** : R397 116 per annum
- CENTRE** : Groote Schuur Hospital, Observatory
- REQUIREMENTS** : Minimum educational qualification: An appropriate 3-year National Diploma/Degree. Experience: Appropriate experience in a Hospital Fees environment including Hospital Information Systems. Experience that focuses on the KRA's of the post. Appropriate supervisory experience. Inherent requirements of the job: Willing to relief colleagues in areas. Competencies (knowledge/skills): Knowledge of Budget. Computer literacy (MS Word, Excel, PowerPoint). Good Interpersonal and Labour Relations abilities. Good Managing Skills. Sound knowledge of Hospital Fees Memorandum Chapter 18, HIS (Clinicom/AR), UPFS, PFMA and Treasury Instructions.
- DUTIES** : (key result areas/outputs): Manage and provide support to areas with regards to Revenue Generation. Ensure all Revenue monthly Targets are received monthly from Medical Aids, other 3rd parties and self-funded patients to reach year-end target. Manage and provide support to areas with regards to Revenue

Collection. Ensure crediting of all payments are done on the BAS System as well as Billing system. Monitor balancing between the BAS. Staff are managed appropriately in terms of HR policies. Ensuring all Reporting functions are timeously met.

**ENQUIRIES** : Mr MA Khan, tel. no. (021) 404-3264  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").

**NOTE** : No payment of any kind is required when applying for this post.  
**CLOSING DATE** : 14 April 2026, 17:00 PM.

**POST 11/223** : **SENIOR STATE ACCOUNTANT**  
Directorate: Management Accounting

**SALARY** : R397 116 per annum  
**CENTRE** : Head Office, Cape Town  
**REQUIREMENTS** : Minimum educational qualification: An Appropriate three-year National Diploma/Degree. Experience: Appropriate experience in a hospital fees environment. Inherent requirements of the job: Willingness to travel and spend short periods away from the office. A valid Code B/EB driver's licence. Competencies (knowledge/skills): Good knowledge of the PFMA; relevant NTR & PTI. Ability to build relationships, negotiating, mediating conflict with multiple stakeholders, Good written and verbal communication skills; presentation skills Knowledge and the ability to perform and train staff in the COID claims process and systems. Good leadership ability, supervision; managerial and planning skills. Advanced Ability to work with MS Office – Excel, PowerPoint and Word. Working experience of BAS functions. Ability to work independently and within a team environment.

**DUTIES** : (key result areas/outputs): Liaise with State Departments re outstanding debt matters. (SANDF; DCS; WCA & SAPS). Follow-up on outstanding accounts owed to the WC health facilities. Arrange and coordinate meetings with State Departments to foster good relations and manage debt. Negotiate and arrange payment for long outstanding accounts. Prepare monthly management reports on the status of debt for all State Departments. Revise sundry tariffs on an annual basis. Draft finance instructions; treasury submissions and official written correspondence. Co-ordinate capacity building initiatives in the form of workshops and training etc. Performing BAS transactions. Clearing of Ledger Accounts - General and Special Journals. Supervision of support staff.

**ENQUIRIES** : Mr A van Driel, tel. no. (021) 483-3297 or Mr M Schultz, tel. no. (021) 483-4678 or on MS Teams

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

**NOTE** : No payment of any kind is required when applying for this post.  
**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/224** : **CASE MANAGER**  
Chief Directorate: Metro Health Services

**SALARY** : R397 116 per annum  
**CENTRE** : Karl Bremer Hospital  
**REQUIREMENTS** : Minimum educational qualification: Appropriate three-year health-related National Diploma/Degree registrable with the Health Professions Council of South Africa (HPCSA) or South African Nursing Council (SANC). Experience: Appropriate experience in the Managed Health Care sector i.e. Case Management or Medical Aid environment and Revenue Generation. Competencies (knowledge/skills): Knowledge of the Medical Schemes Act 131 of 1998, regulations and annexures as amended and basic knowledge of the uniform patient fees schedule and patient billing. Knowledge of prescribed minimum benefits i.e. the chronic disease list and diagnostic treatment pairs and knowledge of and experience in ICD 10 Codes assignment, the ability to link patient diagnosis with procedure codes and knowledge of Clinicom and EDI (Electronic Data Interchange). Ability to work with Excel spread sheets, Microsoft Word and web-based programs (medical aids). Excellent communication, conflict management, interpersonal and leadership skills.

**DUTIES** : (key result areas/outputs): Perform Case Management functions, i.e. obtaining pre-authorization and verification of benefits as needed, concurrent, retrospective review, discharge planning and provide quotations to H2, H3 and foreign patients. Assist with Medikredit EDI rejection reports and ensure

corrections are completed timeously and resubmitted to Medikredit. Liaise with the various role-players e.g. clinicians, managed care organizations and medical scheme case managers to monitor utilisation and update patient's clinical information while in hospital. Manage and implement case management policies, protocols and procedures in the hospital. Conduct clinical audits of patient accounts inclusive of medical aids, state departments e.g. RAF and COIDA to ensure accuracy of invoices with regard to ICD 10 codes, UPFS procedure codes and resource utilization. Manage and supervise Case Management and Revenue departments.

**ENQUIRIES** : Mr D Abrahams, tel. no. (021) 834-5894  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").  
**NOTE** : No payment of any kind is required when applying for this post.  
**CLOSING DATE** : 14 April 2026, 17:00PM

**POST 11/225** : **SENIOR PERSONNEL PRACTITIONER (EMPLOYMENT POLICY AND PRACTICES)**  
 Chief Directorate: Metro Health Services

**SALARY** : R397 116 per annum  
**CENTRE** : Northern/Tygerberg Sub-structure Office  
**REQUIREMENTS** : Minimum educational qualification: Appropriate three-year HR related National Diploma or Degree. Experience: Appropriate experience in Human Resource Administration, with specific exposure to compensation management, performance management and HR compliance/audits. Inherent requirements of the job: Valid Code (B/EB) driver's license and willingness to travel. Willingness to work after hours. Competencies (knowledge/skills): Sound knowledge of Public Service HR policies, prescripts and legislation and Audit and compliance monitoring skills. Understanding of Compensation Management and PERSAL processes Knowledge of Performance Management and Development System (PMDS/PERMIS) Presentation and Computer Skills (MS Office, Word, Excel, Power Point and Outlook).

**DUTIES** : (key result areas/outputs): Render a comprehensive Human Resource policy advisory service to institutions by providing guidance and training on the interpretation and implementation of Public Service legislation, departmental prescripts and circulars, maintaining an updated policy registry, and ensuring correct application of HR practices across the sub-structure. Administer Compensation Management processes which include quality checking of salary determinations, monitoring professional council deductions, and providing support and training to facilities on remuneration related matters. Support audit and compliance functions by conducting audits, following up on Auditor-General and Internal Audit findings, assisting institutions with completion of CMI and HRAAP requirements, conducting sample testing, and facilitating corrective measures to address identified gaps. Administer the Performance Management and Development System by coordinating PMDS and PERMIS processes, checking performance grids, capturing pay progression transactions on PERSAL, monitoring poor performance cases, and ensuring compliance with departmental timelines. Provide institutional support and capacity building through PERMIS helpdesk assistance, training interventions based on audit outcomes, investigation of grievances in line with prescripts, and ongoing guidance to managers and staff on HR administrative processes. Support efficient component management by supervising and guiding staff where applicable, acting in the supervisor's capacity when required, representing the component at meetings, maintaining reporting systems, and ensuring effective communication with stakeholders.

**ENQUIRIES** : Ms S Van Eyssen, tel. no. (021) 815-8862  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").  
**NOTE** : No payment of any kind is required when applying for this post.  
**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/226** : **SENIOR ADMINISTRATIVE OFFICER: HRM (COMPLIANCE)**  
 Chief Directorate: Metro Health Services

**SALARY** : R397 116 per annum  
**CENTRE** : Southern / Western Sub-structure Office

- REQUIREMENTS** : Minimum educational qualification: An appropriate three-year National Diploma and/or Degree. Experience: Appropriate experience in all the KRA's of this post. Inherent requirements of the job: Valid Code B / EB driver's license and willingness to travel. Competencies (knowledge/skills): Computer skills MS Office packages (Word, Excel, PowerPoint), Outlook and PERSAL. The ability to effectively communicate in at least two of the three official languages of the Western Cape. Knowledge of HR policies, procedures & practices. Ability to execute duties accurately and thoroughly. Good interpersonal and problem-solving skills.
- DUTIES** : (key result areas/outputs): Ensure policy implementation, co-ordination and provide training where necessary. Assist with compensation management, including OSD and Pay/Grade Progression matters. Conduct audit investigations / sample testing and report on compliance. Assist with compilation of compliance monitoring tools. Create and maintain compliance toolkit updates for Line Managers. Coordinate Departmental E Disclosure & ORW processes for the District. Provide support and advisory service to CHC's and Hospitals within the Southern/Western Sub-Structure & training and development of staff. Assist with the implementation of the Staff Performance Management system for all employees. Support and investigate grievances related to service benefits. Assist staff, supervisor, management with enquiries related to Policy & Practices.
- ENQUIRIES** : Ms M Ganief, tel. no. (021) 202-0962.
- APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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/written and oral assessment.
- CLOSING DATE** : 14 April 2026, 17:00PM
- POST 11/227** : **SENIOR ADMINISTRATIVE OFFICER: FINANCE (BUDGETING AND EXPENDITURE)**
- SALARY** : R397 116 per annum
- CENTRE** : Groote Schuur Hospital, Observatory
- REQUIREMENTS** : Minimum educational qualification: Appropriate three-year National Degree/Diploma in Accounting/Financial Management. Experience: Appropriate experience in a finance department. Competencies (knowledge/skills): Knowledge of Assets and Liabilities accounts. Knowledge of Public Finance Management Act. Knowledge of BAS and PERSAL. Good communication skills (written and verbal). Computer literacy (MS Word, Excel).
- DUTIES** : (key result areas/outputs): Manage Filing of documentation. Manage BAS payments, Journal entries and Debt take-on's. Manage the allocation of Cash Receipts. Manage the clearance of various Assets and Liabilities accounts. Render clerical assistance to the Assistant Director in the Finance section.
- ENQUIRIES** : Mr C Frank, tel. no. (021) 404-3248
- APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a practical test.
- CLOSING DATE** : 14 April 2026, 17:00PM
- POST 11/228** : **CHIEF FORENSIC OFFICER**  
Chief Directorate: Emergency Clinical and Services Support
- SALARY** : R397 116 per annum
- CENTRE** : Observatory Forensic Pathology Institute
- REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Extensive experience in Forensic (Medico-legal) practice especially in the Evisceration environment. Appropriate Human Resource Management experience. Appropriate Supervisory experience in Forensic Pathology. Relevant Occupational Health and Safety experience with regards to Dissection. Appropriate Contract Management experience. Inherent requirements of the job: A Valid driver's license (Code EB/B). Will be required to work Standby and Overtime duties. Will be required to wear uniform. Above average ability to communicate clearly and discreetly in person and in writing. Competencies (knowledge/skills): Knowledge and application of regulations, policies and standards pertaining to the Forensic Pathology process. Ability to work under pressure, meet deadlines and solve complex problems in a multi-

disciplinary team. Sound knowledge and understanding of legislation pertaining to Forensic Pathology Service and ethical issues in Forensic Pathology Service. Appropriate people and planning skills. Ability to interpret service level agreements. Ability to interpret and apply policies. Good working knowledge of relevant legislation, Regulations and policies governing Forensic Mortuary procedures. Above-average Computer and Software literacy in MS Excel and Word, FPS, BIM Systems and ECM. Ability to teach and train Evisceration techniques. Ability to work with corpses (mutilated, decomposed, infectious viruses, etc). Will be required to assist in the planning/ training of Major incident exercises as well as involvement in Major incident roles. Will be required to investigate and gather evidence for Pathologists. (Statements, reports, Hospital notes and folders).

**DUTIES** : (key result areas/outputs): An efficient support service to the Manager with regard to management of the Forensic Pathology Laboratory by supervising staff in the effective and efficient recovery, storage and processing of deceased. An effective Forensic Autopsy process rendered in accordance with set standards and guidelines. An effective and efficient Management of corpses. An effective specimen, exhibit and property management process rendered in accordance with set standards and guidelines.

**ENQUIRIES APPLICATIONS** : Mr A White, email: [Andrew.White@westerncape.gov.za](mailto:Andrew.White@westerncape.gov.za)  
: Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").

**NOTE** : 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. "The pool of applicants will be considered for vacancies within Forensic Pathology Service, Observatory Forensic Pathology Institute for a period of three months from the date of the advert, provided that the job title, core functions, inherent requirements and salary level are the same as those of the advertised post.

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/229** : **SENIOR ADMINISTRATIVE OFFICER: FINANCE (FEES)**

**SALARY CENTRE REQUIREMENTS** : R397 116 per annum  
: Groote Schuur Hospital, Observatory  
: Minimum educational qualification: An appropriate 3-year National Diploma/Degree. Experience: Appropriate experience in a Hospital Fees environment including Hospital Information Systems. Experience that focuses on the KRA's of the post. Appropriate supervisory experience. Inherent requirements of the job: Willing to relief colleagues in areas. Competencies (knowledge/skills): Knowledge of Budget. Computer literacy (MS Word, Excel, Power Point). Good Interpersonal and Labour Relations abilities. Good Managing Skills. Sound knowledge of Hospital Fees Memorandum Chapter 18, HIS (Clinicom/AR), UPFS, PFMA and Treasury Instructions.

**DUTIES** : (key result areas/outputs): Manage and provide support to areas with regards to Revenue Generation. Ensure all Revenue monthly Targets are received monthly from Medical Aids, other 3rd parties and self-funded patients to reach year-end target. Manage and provide support to areas with regards to Revenue Collection. Ensure crediting of all payments are done on the BAS System as well as Billing system. Monitor balancing between the BAS. Staff are managed appropriately in terms of HR policies. Ensuring all Reporting functions are timeously met.

**ENQUIRIES APPLICATIONS** : Mr MA Khan, tel no. (021) 404-3264  
: Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").

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

**CLOSING DATE** : 14 April 2026, 17:00 PM.

**POST 11/230** : **CHIEF FOOD SERVICES MANAGER**  
Chief Directorate: Metro Health Services

**SALARY CENTRE REQUIREMENTS** : R397 116 per annum  
: Karl Bremer Hospital  
: Minimum educational qualification: Appropriate 3-year National Diploma/Degree in Food Service Management (or equivalent qualification). Experience: Appropriate managerial and supervisory experience in a large-

scale Hospital Food Service environment. Inherent requirement of the job: Willingness to work shifts, weekends, and public holidays if it is required. Competencies (knowledge/skills): Knowledge of hygiene and safety procedures in an industrial Food Service Unit. Problem solving, decision making and time management skills. Computer literacy and the ability to create spreadsheets, word documents and presentations in Microsoft Office Knowledge and skills regarding managing the operation of an industrial Food Service Unit.

**DUTIES** : (key result areas/outputs): Overall management and control of the Food Service Unit. Plan and develop the strategic management of the Food Services Unit. Manage risks and quality assurance within the Food Service Unit. Manage all related Human Resource Management matters of the Foodservices Unit. Financial Management and stock control of the Foodservices Unit.

**ENQUIRIES** : Ms CN Cornelius, tel. no. (021) 834-5897

**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 short-listed for interviews will be expected to complete a practical test. The pool of applications will be considered for vacancies within the Chief Director Metro Health Services, for a period of three months from the date of the advert, provided that the job title, core functions, inherent requirements, and salary level are the same as those of the advertised post.

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/231** : **PERSONAL ASSISTANT**  
Chief Directorate: Metro Health Services

**SALARY** : R325 101 per annum

**CENTRE** : Mitchells Plain District Hospital

**REQUIREMENTS** : Minimum educational qualification: An accredited secretarial diploma and/or administrative qualification on the level of NQF level 5 (a certificate of completion should be provided). Qualification on a higher level may also be accepted on condition that the subjects of the qualification align to the functions as per the attached job description. Experience: Appropriate experience in rendering a support service to middle and senior management. Appropriate experience in office administration and/or management, which includes financial management, asset management, logistical support. Inherent requirement of the job: Experience in minute taking in high – level meetings. Competencies (knowledge/skills): Computer skills – intermediate to advance (MS Office). Excellent verbal and written communication skills. Excellent interpersonal, time management, office management and organizational skills.

**DUTIES** : (key result areas/outputs): Render a secretarial service to the Chief Executive Officer (CEO). Provide a receptionist support service to the office of the CEO including answering and directing telephone calls as well as visitors and proper scheduling of meetings. Ensure adequate, timeous preparation for meetings. Render administrative support to the office of the CEO including typing minutes in meetings and certain documents when required and ensure accuracy of documents and ensuring good recording keeping including effective and efficient filing system. Effectively and efficiently manage the diary of the CEO's meetings i.e. logistics arrangements, venues, etc. Support the CEO with the administration of the budget and supply chain, including maintenance of equipment and ensuring office equipment is operational. Render secretarial functions to the Facility Board.

**ENQUIRIES** : Ms F Johnson, tel.no. (021) 377-4307

**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 competency test. No payments 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** : 14 April 2026, 17:00 PM

- POST 11/232** : **PRINCIPAL PERSONNEL OFFICER (TRANSVERSAL EMPLOYMENT AND COID MATTERS)**  
Directorate: People Management Planning and Practices
- SALARY CENTRE REQUIREMENTS** : R325 101 per annum  
: Head Office, Cape Town  
: Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in people management administration. Appropriate experience in COIDA and Basic Conditions of Employment Act. Inherent requirement of the job: A valid (Code B) driver's license. Competencies (knowledge/skills): Knowledge of the Public Service Act and Collective Agreements. Sound knowledge of Compensation for Occupational and Diseases Act, (COIDA). Sound knowledge of the BAS systems. Good verbal and written communication skills. Ability to deal with high volumes of work and to work under pressure. Computer literacy (PERSAL, MS Excel, MS Word, Outlook).
- DUTIES** : (key result areas/outputs): Administer Subsistence and Travel (S&T) Claims for all Head Office personnel and provide training. Administer Advance Claims for all head office personnel and coordinate the process in consultation with finance. Administration of Sabbatical Leave and Overseas Applications in the Department. Administer COID cases for the Department, including the payment of accounts. Implement and maintain databases for all functions and provide statistics monthly. Render a supervisor and support function to staff and liaise with various role players.
- ENQUIRIES APPLICATIONS** : Mr T Kwatala tel. no. (021) 483-5711  
: Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 test.
- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/233** : **ADMINISTRATIVE OFFICER: FINANCE/ADMIN (REVENUE)**
- SALARY CENTRE REQUIREMENTS** : R325 101 per annum  
: Tygerberg Hospital, Parow Valley  
: Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accountancy as a passed subject and/or Senior Certificate (or equivalent) with appropriate experience/competencies that focuses on the Key Performance Areas (KPA's) of the post. Experience: Appropriate supervisory experience in Revenue Department. Competencies (knowledge/skills): Computer literacy (Word, Excel) in terms of collating, interpreting and inserting data into a spreadsheet. Good interpersonal and communication skills. Ability to work independently and function well within a team. Knowledge of patient fee tariff structure. Knowledge of revenue, debtor, banking and cash management. Understanding hospital fees, policies and procedures, medical scheme Act 131 of 1998, PFMA of 1999, Hospital Information systems (e.g. Clinicom, AR etc). Practical working experience in computer literacy (Microsoft office and internet). Ability to work under pressure, handle a high work volume and meet strict deadlines.
- DUTIES** : (key result areas/outputs): Ensure accurate allocation of revenue received on the account receivables. Active follow-up of all debt. Supervise hospital fees staff in accordance with all relevant Personnel and labour relations policies. Ensure optimal revenue collection with due consideration to the revenue target. Effective human resource management of the revenue and cashier components. Oversight of debtors and outstanding accounts across categories such as state departments, RAF, medical aids, and Elate estates. Reconciliation of BAS ad HIS systems Comprehensive management of hospital billing and revenue processes. Monitoring and correcting EDI rejections and billing errors. Compilation of detailed compliance and financial reports in adherence to PFMA, UPFS, and other regulatory prescripts.
- ENQUIRIES APPLICATIONS** : Mr LI Kitshini, tel. no. (021) 938-4387  
: Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 practical assessment.
- CLOSING DATE** : 14 April 2026, 17:00 PM

- POST 11/234** : **ADMINISTRATIVE OFFICER: FINANCE/ADMIN (REVENUE)**  
Garden Route District
- SALARY** : R325 101 per annum  
**CENTRE** : Garden Route District Office, George  
**REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accounting as a passed subject and/or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KPA's) of the post. Experience: Appropriate experience in Revenue budgets, assets & liabilities accounts, Income generation and hospital fees systems (UPFS, Chapter 18). Appropriate practical experience in Clinicom, AR, JAC, HIS and BAS. Inherent requirement of the job: Valid Driver's license (Code B/EB) and willingness to drive a GG Vehicle. Willingness to work overtime when needed. Competencies (knowledge/skills): Appropriate knowledge and understanding of Hospital Fees, Hospital Information Systems (Clinicom, Account Receivable, UPFS, Cashiers Functions, Medical Records, BAS and Asset and Liability accounts as well as Chapter 18). Computer literacy (Microsoft Excel, Word, Outlook, Internet). Demonstrate strong problem-solving, analytical, and people management skills. Ability to execute duties accurately, working under pressure and meet strict deadlines.
- DUTIES** : (key result areas/outputs): Capturing of payments and journals on BAS to clear Asset & liability accounts. Releasing transactions on AR on behalf of institutions in the Garden Route District. Responsible for all the cashier functions by replenishing petty cash and handle state money responsibly. Monthly/yearly reporting to Head Office – like In-year monitoring, Revenue Action Plan and Annexure F's. Manage, report and monitor the districts' revenue budgets. Attending Revenue meetings and inform all the institutions of outcome of these meetings.
- ENQUIRIES** : Ms R Loots, tel. no. (044) 803-2710  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a competency test.
- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/235** : **ADMINISTRATIVE OFFICER: INFORMATION MANAGEMENT**  
Chief Directorate Metro Health Services
- SALARY** : R325 101 per annum  
**CENTRE** : Mitchells Plain District Hospital  
**REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in Health Information Management in a hospital environment. Inherent requirement of the job: Valid Code B/EB driver's Licence. Willingness to be on standby and cover both facilities. Competencies (knowledge/skills): Computer literacy (MS Word, Excel, PowerPoint). A strong sense of confidentiality and trustworthiness. Maintain positive inter-personal relations with all categories of staff in the execution of his/her supervisory functions. Knowledge and experience in Departmental Health Information Systems: Clinicom, Sinjani etc. Excellent monitoring, recordkeeping and training skills. Ability to work independently, yet as part of a team.
- DUTIES** : (key result areas/outputs): Co-ordinate, collect, collate, capture and verify all relevant health data according to the provincial policies and SOP's. Conduct and assist with audits at facility level. Ability to interpret data, analyse data trends and compile and distribute reports to Hospital Management and Head Office on a regular basis. Provide training on Health Information Systems in effective Health Information formulation as well as preparation of PowerPoint presentations and draw Pivot reports. Assist with data management quality monitoring. Rendering a support service to the supervisor and staff. Monitor and evaluate performance management.
- ENQUIRIES** : Mr A Moses, tel. no. (021) 377-4497  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 applications will be considered for vacancies within Chief Directorate: Metro Health Services for a period of three months from the date of the advert, provided that the job title, core functions, inherent requirements, and salary

level are the same as those of the advertised post. Candidates will be subjected to a written/practical and oral assessment.

- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/236** : **ADMINISTRATIVE OFFICER: INFORMATION MANAGEMENT**  
Chief Directorate: Metro Health Services
- SALARY** : R325 101 per annum  
**CENTRE** : False Bay Hospital  
**REQUIREMENTS** : Minimum educational qualification: Grade 12 / Senior Certificate. Experience: Appropriate experience in information management within a Hospital/Healthcare environment. Inherent requirement of the job: A valid Code B drivers licence. Computer literacy and proficiency. Willingness to perform over-time duties. Willingness to perform standby duties. Competencies (knowledge/skills): Knowledge of hospital operations, business process analysis, mapping, modeling and re-engineering. Knowledge of health information policies and software i.e. CLINICOM, TIER.Net, SINJANI, JAC Pharmacy, SPV, HECTIS, Business intelligence, Ideal Clinic & Hospital, PHCIS and DHIS. Microsoft 365 E-mail communication, Excel, Word, PowerPoint and SharePoint.
- DUTIES** : (key result areas/outputs): Provide quality training and end -user ICT support to surrounding primary health care facilities. Ensure that the Hospital operational IM needs are met. Provide good quality data to the hospital management and other hospital components. Co-ordinate and supervise Clerks.
- ENQUIRIES** : Ms S Levy tel. no. (021) 832-5205  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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/written and oral assessments.
- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/237** : **ADMINISTRATIVE OFFICER: SUPPORT SERVICES**  
Chief Directorate: Metro Health Services
- SALARY** : R325 101 per annum  
**CENTRE** : Karl Bremer Hospital  
**REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate supervisory experience. Appropriate experience in healthcare support services. Inherent requirement of the job: Valid (Code B/EB) driver's licence. Willingness to work overtime if needed. Competencies (knowledge/skills): Computer literacy in MS Package. In-depth knowledge of departmental policies related to GG transport, death administration and mortuary management. Understanding of the key control policies. The ability to interpret and analyse management reports as well as excellent report writing skills.
- DUTIES** : (key result areas/outputs): Supervise and maintain acceptable standards of quality of services delivered by the Support Services components (GG Transport, Porters, Switchboard, Telecommunications, Mortuary, Parking, Maintenance). Efficient and cost-effective monitoring, evaluation and reporting of monthly expenditures against allocated budget. Administration of hospital key control section. Facilitate staff parking process. Administration of hospital lifts and fire equipment maintenance. Supervise support staff, manage leave and performance, and ensure compliance with HR policies and disciplinary procedures, effective and efficient support within Support Services, and ensure relevant policy implementation and compliance.
- ENQUIRIES** : Ms T Petshwa, tel. no. (021) 918-1227  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 short-listed for interviews will be expected to complete a practical test. The pool of applications will be considered for vacancies within the Chief Director Metro Health Services, for a period of three months from the date of the advert, provided that the job title, core functions, inherent requirements, and salary level are the same as those of the advertised post.
- CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/238** : **ADMINISTRATIVE OFFICER: FINANCE**  
 Chief Directorate: Metro Health Services

**SALARY** : R325 101 per annum  
**CENTRE** : Southern Western Sub-Structure Office  
**REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accountancy as a passed subject and/or Senior Certificate (or Equivalent) with experience/competencies that focuses on the Key Performance Areas (KRA's) of the post. Experience: Appropriate recognizable experience. Inherent requirements of the job: Valid code B/EB driver's licence. Willingness to work overtime. Competencies (knowledge/skills): The ability to interpret and apply financial policies, procedures and prescripts. Extensive knowledge of financial management in the public service, including the legislative framework. Computer skills and in-depth knowledge of transaction codes and reports on the following systems: BAS, LOGIS processes.

**DUTIES** : (key result areas/outputs): Identify and correct erroneous expenditure and address a need for training if/when required. Timeous clearance of Asset and Liabilities accounts. Effective monitoring of Transfer payments and support to NPO finance and Programme staff. Ensure effective and efficient compliance with sundry payment regulations. Provide documented information pertaining to budget related matters on request from the ASD & SAO.

**ENQUIRIES** : Mr B Mentor, tel. no. (021) 2020 - 978  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").

**NOTE** : No payment of any kind is required when applying for this post.  
**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/239** : **ADMINISTRATIVE OFFICER: SUPPORT SERVICES**

**SALARY** : R325 101 per annum  
**CENTRE** : Groote Schuur Hospital, Observatory  
**REQUIREMENTS** : Minimum educational qualification: National Senior Certificate (or equivalent). Experience: Appropriate experience in the duties and key responsibility areas of this post. Competencies (knowledge/skills): Extensive knowledge of medical records and archiving procedures as well as medical records management within a state institution Knowledge of National Archiving Act, Treasury Regulations and Finance Instructions High level of computer literacy, including advanced application of MS Access, Excel and GroupWise Extensive knowledge of the case note tracking module in Clinicom High ethical standards as incumbent will have access to confidential files. The ability to train people in medical records procedures and case note tracking module in Clinicom

**DUTIES** : (key result areas/outputs): Supervise and develop medical records registry staff Manage the timeous retrieval and filing of case notes within medical records registry Manage the timeous collection and delivery of case notes Manage all medical registry operational activities Manage the maintenance of an effective filing system Analyze the quality and accuracy of case note tracking system Manage the correction of case note tracking Provide relief cover for Support Service Managers Ensure compliance with Records Management policies, procedures and standards Ensure compliance with all HR policies and timeous submissions Ensure compliance with national core standards

**ENQUIRIES** : Mr NR Weeder, tel. no. (021) 404-4056  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").

**NOTE** : No payment of any kind is required when applying for this post.  
**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/240** : **ADMINISTRATIVE OFFICER: SUPPORT SERVICES**  
 Office of the DDG, Department of Health and Wellness

**SALARY** : R325 101 per annum  
**CENTRE** : Head Office, Cape Town  
**REQUIREMENTS** : Minimum educational qualification: Grade 12 (or equivalent). Experience: Appropriate administrative and meeting management experience. Appropriate administrative experience at executive management level will be an advantage. Inherent requirements of the job: Valid (Code B/EB) driver's licence. Willingness to travel and work irregular hours. Ability to function

independently and in a team. Competencies (knowledge/skills): Appropriate computer literacy (Word, Outlook, Powerpoint, Excel, Logis, Permis). Excellent meeting management and writing skills. Knowledge of SCM and asset control processes.

**DUTIES** : (key result areas/outputs): Office and administrative support including but not limited to letter and report-writing, training co-ordination, and database management. Meeting management, including logistics and minute-writing. Financial support service including compilation of monthly expenditure, processing of submissions. Procurement and asset control support service including ordering of goods and services, processing of requisitions on Logis, liaison with service providers, and maintaining of asset register and loss control processes.

**ENQUIRIES** : Ms N Petersen, tel. no. (021) 483-5619

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

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

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/241** : **PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL) (WELLNESS PROGRAM)**  
West Coast District

**SALARY** : Grade 1: R324 384 per annum  
Grade 2: R396 132 per annum  
Grade 3: R476 367 per annum

**CENTRE** : Cederberg Support & Outreach (Stationed at Clanwilliam CDC)  
**REQUIREMENTS** : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683 plus R254) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse or a 4 year Bachelor Degree in Nursing (R174) or equivalent qualification (R683 plus R1497 or R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with a professional council: Registration with SANC as Professional Nurse. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. **Grade 3:** A minimum of 20 years appropriate/recognisable experience in nursing after registration with the SANC as a Professional Nurse in General Nursing. Inherent requirements of the job: Valid driver's license (Code B/EB Manual) and willingness to travel. Competencies (knowledge/skills): Knowledge of district health services, primary health care and district hospital package of services. Good interpersonal relations, leadership and communication skills (verbal and written). The ability to interpret, analyse, and implement clinical policies and guidelines. Knowledge of development of protocols and guidelines, standard operating procedures. Good typing, report writing and facilitation skills inclusive of spelling and grammatical errors. Ability to function independently without the direct supervision of supervisor. Experience and ability to transfer knowledge and skill in a group as well as individual setting. Must be computer literate (MS Word, Excel, Power Point).

**DUTIES** : (key result areas/outputs): External interface management planning, coordination and implementation of wellness initiatives and interventions with support from internal stakeholders to implement community orientated primary care. Intersectoral interface management with strong organisational linkages and partnerships with outside stakeholders, sector, departments, NGO's and community structures. Lead and co-ordinate scheduled wellness activities for men, women, adolescents and youth with the focus on the 1st 1000 Days initiative towards building healthy communities. Co-ordinate wellness activities in the specific communities with the focus on Western Cape Wellness (WoW!) to support an integrated approach in managing chronic conditions e.g. Diabetes, Hypertension, TB, HIV and Mental Health. Coordinate and support collection, collation, interpreting of health data for reporting, monitoring and evaluation purposes.

**ENQUIRIES** : Ms M Sandt, tel.no. (027) 482-1484

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

**NOTE** : No payment of any kind is required when applying for this post. Shortlisted candidate will be subjective to 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 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 change in registration status).

- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/242** : **PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL NURSING: PRIMARY HEALTH CARE)**  
Cape Winelands Health District
- SALARY** : Grade 1: R324 384 per annum  
Grade 2: R396 132 per annum  
Grade 3: R476 367 per annum
- CENTRE REQUIREMENTS** : Drakenstein PHC Support and Outreach  
Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683 plus R254) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse or 4 year Bachelor Degree in Nursing (R174) or equivalent qualification (R683 plus R1497 or R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: **Grade 1:** None **Grade 2:** A minimum of 10 years appropriate/recognisable nursing experience after registration with the SANC as Professional Nurse in General Nursing. **Grade 3:** A minimum of 20 years appropriate/recognizable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. Inherent requirement of the job: Prepared to work at different facilities within the Sub District inclusive a Mobile, when needed within the community (COPC concept). Valid (code B/EB) driver's licence and willingness to travel. Competencies (knowledge/skills): Knowledge and insight of relevant legislation and policy related to nursing within the public sector and basic computer literacy (MS Word, Excel and Outlook) to be able to communicate, capture patient information, check results, capture data and do track referrals on the different electronic systems. Ability to promote quality patient care through the implementation of protocols, guidelines, and standards.
- DUTIES** : (key result areas/outputs): Provision of Primary Health Care in accordance with the guidelines and protocols of the Western Cape. Maintain accurate clinical records, statistics registers, and referral records. Effective utilization of Resources/Stock within the limited budget constraints. Participation in Community events and initiating awareness with regards to health-related issues. Maintain and participate in inter-professional and multi-disciplinary teamwork but able to work independently. Supervise and mentor lower categories of staff and improving quality of health services. Maintain professional growth/ethical standards and self-development.
- ENQUIRIES APPLICATIONS** : Ms EJ Williams tel. no. (021) 862-4520  
Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post. A practical test may form part of the selection process. 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). Preference will be given to Grade 1 and/or Grade 2 candidates, should they be found appointable.
- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/243** : **PHARMACIST ASSISTANT (POST-BASIC) GRADE 1 TO 3**  
Overberg District

- SALARY** : Grade 1: R264 750 per annum  
Grade 2: R306 411 per annum  
Grade 3: R330 540 per annum
- CENTRE REQUIREMENTS** : Hawston Clinic, Overstrand Sub-district  
Minimum educational qualification: Appropriate qualification that allows registration with the South African Pharmacy Council (SAPC) as a Pharmacist's Assistant (Post-basic) Institutional or Pharmacist's Assistant (Post-basic). Registration with a professional council: Registration with the SAPC as Pharmacist's Assistant (Post-Basic) or Pharmacist's Assistant (Post-Basic) (Institutional). Experience: **Grade 1:** None after registration with the SAPC as Pharmacist's Assistant (Post-Basic). **Grade 2:** A minimum of 5 years' appropriate experience as Pharmacist's Assistant after registration as a Pharmacist's Assistant (Post-Basic) with the SAPC. **Grade 3:** A minimum of 13 years' appropriate experience as Pharmacist's Assistant after registration as a Pharmacist's Assistant (Post-Basic) with the SAPC. Inherent requirement of the job: A valid driver's license. Willingness to work overtime when necessary. Relief duties within Sub-district when the need arises. Competencies (knowledge/skills): Good communication skills (written and verbal). Ability to function independently, as well as in a multi-disciplinary team to ensure good patient care. Knowledge of relevant legislation and policies of the Department of Health Western Cape.
- DUTIES** : (key result areas/outputs): Support with the execution of statutory related laws and regulations in terms of Medicine and related Substance control act applicable to provincial health facilities. Accurate medicine supply management according to the PFMA. Financial management and budget adherence. Provide pharmaceutical service for managing the burden of disease. Logistic support to service with CDU operations in Overstrand.
- ENQUIRIES APPLICATIONS** : Ms J Nel, tel. no. (028) 313 -5746  
Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 written/practical and oral 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 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)". Preference will be given to Grade 1 and/or Grade 2 candidates, should they be found appointable.
- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/244** : **ARTISAN PRODUCTION GRADE A TO C (AIRCONDITIONING AND REFRIGERATION)**  
Directorate: Engineering and Technical Support Services
- SALARY** : Grade A: R243 597 per annum  
Grade B: R285 816 per annum  
Grade C: R332 061 per annum
- CENTRE REQUIREMENTS** : Head Office, Cape Town  
Minimum educational qualification: Appropriate Trade Test Certificate in Airconditioning/Refrigeration. Experience: Grade A: No experience required. Grade B: At least 18 years appropriate/recognisable experience in the area after obtaining the relevant Trade Test Certificate. Grade C: At least 34 years appropriate/recognisable experience in the area after obtaining the relevant Trade Test Certificate. Inherent requirement of the job: A valid driver's licence (Code B/EB) (Manual). Willingness to travel to perform maintenance duties throughout the Western Cape. Physically fit to perform duties. Work overtime should the need arise, day or night and perform standby duties and attend to emergency breakdowns (including after-hour repairs). Competencies (knowledge/skills): Good communication skills. Conversant with the requirements of the Machinery and Occupational Health and Safety Act (Act 85) and SANS 10147 and SANS 347. Ability to fault-find and repairs down to component level.
- DUTIES** : (key result areas/outputs): Service, repair and fault finding of domestic, commercial and industrial refrigeration units. Service, repair and fault finding

of various domestic, commercial and industrial Airconditioning units. Service, repair, fault finding of Air handling units, chiller plants heat exchangers, heat pumps. Compile and submit inspection reports as required on all Airconditioning and refrigeration equipment stipulate on the preventative maintenance plan of the workshop to comply with SANS regulations. Give in service training to Handyman, Tradesmen Aid and Interns. Assist with the executing of all Refrigeration and Airconditioning system projects.

**ENQUIRIES** : Mr R Cleophas, tel. no. (021) 370-1118  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 might be subjected to a practical test.  
**CLOSING DATE** : 14 April 2026, 17:00 PM  
**POST 11/245** : **ADMINISTRATION CLERK: INFORMATION MANAGEMENT**  
 Chief Directorate Metro Health Services

**SALARY** : R228 321 per annum  
**CENTRE** : Mitchells Plain District Hospital  
**REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in Health Information Management in a hospital environment. Inherent requirement of the job: Valid Code B/EB driver's license. Competencies (knowledge/skills): Computer literacy (MS Word, Excel, PowerPoint, Access). Maintain positive inter-personal relations with all categories of staff in the execution of his/her supervisory functions. Excellent filing, monitoring recordkeeping and training skills.

**DUTIES** : Key result areas/outputs): Collect, collate and analyse information. Daily capturing of data from all units at facilities. Compilation of daily, weekly and monthly statistics and abide to due dates. Weekly reporting on facility stats performance. Completing and reporting of routine monthly report. Effective recordkeeping of data and ensuring the security and confidentiality of files and data. Assist staff with basic training when needed. Assist with data management quality monitoring. Rendering a support service to the supervisor and staff at both facilities.

**ENQUIRIES** : Mr A Moses, Tel. No. (021) 377-4497  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 applications will be considered for vacancies within Chief Directorate: Metro Health Services for a period of three months from the date of the advert, provided that the job title, core functions, inherent requirements, and salary level are the same as those of the advertised post. Candidates will be subjected to a written/practical and oral assessment.  
**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/246** : **ADMINISTRATION CLERK: SUPPORT**  
 Garden Route District

**SALARY** : R228 321 per annum  
**CENTRE** : Mossel Bay Hospital  
**REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in administration in the hospital environment. Appropriate experience in Logis and Clinicom. Inherent requirement of the job: Willingness to do relief duties in the hospital when needed. Competencies (knowledge/skills): Computer proficiency in Word, Excel, Access and PowerPoint. Good communication skills (verbal and written).

**DUTIES** : (key result areas/outputs): Provide secretarial and administrative support to the departments of Nursing. Maintenance of the attendance registers, leave and allowances. Handling of all correspondence for the Nursing Manager. Responsible for handling all administrative tasks related to the Nursing Department, including tasks related to supply chain management, HR processes and asset management. Serves as liaison officer between Finance and HR for these departments. Relieves and provides administrative support for ward clerks in other units during periods of leave or absence to ensure continuity of services.

**ENQUIRIES** : Ms JA Mahlangu, tel. no. (044) 604 - 6104

<b><u>APPLICATIONS</u></b>	:	pplications are submitted online via <a href="http://www.westerncape.gov.za/health-jobs">www.westerncape.gov.za/health-jobs</a> (click "online applications").
<b><u>NOTE</u></b>	:	No payment of any kind is required when applying for this post. Candidates will be subjected to a written/practical and oral assessment. The pool of applications will be considered for vacancies within the Garden Route District, for a period of three months from the date of the advert, provided that the job title, core functions, inherent requirements, and salary level are the same as those of the advertised post.
<b><u>CLOSING DATE</u></b>	:	14 April 2026, 17:00 PM
<b><u>POST 11/247</u></b>	:	<b><u>ADMINISTRATION CLERK: SUPPORT</u></b> Garden Route District
<b><u>SALARY</u></b>	:	R228 321 per annum
<b><u>CENTRE</u></b>	:	Oudtshoorn Hospital, Oudtshoorn Sub-district
<b><u>REQUIREMENTS</u></b>	:	Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in office administration, financial and procurement administration. Inherent requirement of the job: Willingness to relieve other ward/administration clerks of the Nursing Manager. Willingness to work overtime, flexitime, shifts and weekends when needed. Competencies (knowledge/skills): Computer skills in MS Word, Excel, PowerPoint and Outlook. Ability to work under pressure and in a team environment. Committed to maintaining high standards of professional conduct and competency. Good communication, interpersonal, organising, report-writing, and problem-solving skills. Ability to handle and secure confidential or sensitive information.
<b><u>DUTIES</u></b>	:	(key result areas/outputs): Effectively managed the office of the Operational Manager. Order and control stock and equipment to provide a safe environment and prevent safety hazards. Ensure effective record keeping and folder management. Operate and ensure the office equipment is in good working order, e.g., fax machine, copiers and projectors. Admission, discharge and transfer of patients on Clinicom.
<b><u>ENQUIRIES</u></b>	:	Mr CB Olivier, tel.no. (044) 203 - 7203
<b><u>APPLICATIONS</u></b>	:	Applications are submitted online via <a href="http://www.westerncape.gov.za/health-jobs">www.westerncape.gov.za/health-jobs</a> (click "online applications").
<b><u>NOTE</u></b>	:	No payment of any kind is required when applying for this post. Candidates will be subjected to a practical/written assessment.
<b><u>CLOSING DATE</u></b>	:	14 April 2026, 17:00 PM
<b><u>POST 11/248</u></b>	:	<b><u>ADMINISTRATION CLERK: ADMISSIONS (IN AND OUTPATIENTS) (2 POSTS)</u></b> Chief Directorate: Metro Health Services
<b><u>SALARY</u></b>	:	R228 321 per annum
<b><u>CENTRE</u></b>	:	False Bay Hospital
<b><u>REQUIREMENTS</u></b>	:	Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accountancy as a passed subject and/or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KPA's) of the post. Experience: Appropriate experience in Fees/Reception in a hospital environment. Inherent requirement of the job: Must be prepared to assist in other areas within the hospital. Willingness to work shifts, public holidays and do relief work. Competencies (knowledge/skills): Computer literacy. Knowledge of Hospital Fees Memorandum 18, UPFS, HIS, Clinicom, Finance instructions. Good communication and interpersonal skills. Strong sense of confidentiality.
<b><u>DUTIES</u></b>	:	(key result areas/outputs): In-and out-patient administration functions according to PGWC policies and procedures. Clinicom, Billing and other PGWC system computer duties. Patient registration on Clinicom system. Responsible for handling and receiving of public money and Cash Collection and Banking of State Money. Admission, transfer and discharge of in-and out-patients as per PGWC Hospital Fees policies and procedures including attending to patient queries (verbal and written). Debit charge entries to invoices as per UPFS and PGWC billing procedures. Folder Management.
<b><u>ENQUIRIES</u></b>	:	Ms S Levy, tel. no. (021) 832-5205
<b><u>APPLICATIONS</u></b>	:	Applications are submitted online via <a href="http://www.westerncape.gov.za/health-jobs">www.westerncape.gov.za/health-jobs</a> (click "online applications").
<b><u>NOTE</u></b>	:	No payment of any kind is required when applying for this post.
<b><u>CLOSING DATE</u></b>	:	14 April 2026, 17:00 PM

**POST 11/249** : **ADMINISTRATION CLERK: ADMISSIONS**  
Cape Winelands District

**SALARY** : R228 321 per annum  
**CENTRE** : Worcester CDC  
**REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in Healthcare Client Services, Office Administration, Information Management in a health environment. Inherent requirements of the job: Must be prepared to work 8-hours (i.e. Monday-Friday) and overtime when required. Valid (Code B/EB) driver's licence and willingness to travel. Competencies (knowledge/skills): Computer literacy (MS Word, Excel, Outlook and Power Point). The ability to accept accountability and responsibility with good interpersonal skills. Knowledge and experience in departmental systems (PHCIS, Sinjani, Ideal Facility, IPWIS) Excellent communication skills (verbal and written).

**DUTIES** : key result areas/outputs): Provide comprehensive administrative support to ensure the efficient operation of the facility. Manage patient administration processes, including registration, accurate data capture, records management, and appointment scheduling. Ensure the effective collation, verification, validation, and reporting of data in line with organisational standards and reporting requirements. Maintain strict confidentiality of patient information in compliance with applicable policies and regulations. Demonstrate flexibility and willingness to work across different health facilities or environments in response to operational requirements.

**ENQUIRIES** : Ms A Saayman, tel. no. (023) 348-1391  
**APPLICATIONS** : Applicants apply online: [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications")

**NOTE** : No payment of any kind is required when applying for this post. Shortlisted candidates may be required to do a practical test.

**CLOSING DATE** : 14 April 2026, 17:00PM

**POST 11/250** : **ADMINISTRATION CLERK: REGISTRY (2 POSTS)**

**SALARY** : R228 321 per annum  
**CENTRE** : Groote Schuur Hospital Observatory  
**REQUIREMENTS** : Minimum educational qualification: Senior certificate (Grade 12 or equivalent). Experience: Appropriate experience in the duties and key responsibility areas of this post. Inherent requirement of the job: Compelled to work irregular hours (i.e. 12 hour shifts/nights/weekends/public holidays) independently with no supervision when required. Be physically fit with an ability to lift loads, be on your feet and climb ladders all day. Competencies (knowledge/skills): Compelled to work irregular hours (i.e. 12 hour shifts/nights/weekends/public holidays) independently with no supervision when required. Be physically fit with an ability to lift loads, be on your feet and climb ladders all day. An in-depth knowledge of the HIS Clinicom Tracking system, proven knowledge of medical records processes and procedures. An ability to work independently with minimum supervision and effectively within a team. An ability to work under pressure with a high degree of accuracy and care for long periods. Proficiency in at least two of the three official languages of the Western Cape. Computer literacy High ethical standards as incumbent will have access to confidential files. High degree of accuracy and concentration for long periods.

**DUTIES** : (key result areas/outputs): Render an effective and efficient after hour medical records service and folder management. Complete relevant Clinicom Case Note Tracking system transactions and enquiries. Provide folder management support to ECM GSH health records digitalization. Create and maintain an effective filing system. Accurately and timeously file and retrieve all requested patient folders or case notes. Maintenance of filing system banks and patient folder covers.

**ENQUIRIES** : Mr NR Weeder, tel. no. (021) 404-4056  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").

**NOTE** : No payment of any kind is required when applying for this post  
**CLOSING DATE** : 14 April 2026 17:00 PM

- POST 11/251** : **ADMINISTRATION CLERK: FINANCE (FEES: FOLLOW-UP)**
- SALARY** : R228 321 per annum  
**CENTRE** : Groote Schuur Hospital, Observatory  
**REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics or Accounting as a passed subject and/or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KPA's) of the post. Experience: Appropriate experience in a Fees-related environment. Competencies (knowledge/skills): Good interpersonal abilities. Strong sense of Confidentiality and communication skills. Knowledge of Hospital Fees Memorandum 18, UPFS, HIS (Clinicom, AR Systems), Finance Instructions, PFMA and Treasury Instructions. Computer literacy.
- DUTIES** : (key result areas/outputs): Fees revenue and follow-up administration functions according to PGWC policies and procedures. Collect revenue on outstanding hospital accounts. Provide Debt Relief. Perform Main Cashier, general fees administration and account related duties. Liaise with patients, all categories of staff and other external bodies such as the RAF, WCA, SANDF, SA Police and the Correctional Services. Assist Foreign, Deceased, MVA Attorney and Research Trial related queries. File, compile stats and perform relief duties.
- ENQUIRIES** : Mr S Albridge, tel. no. (021) 404-2226  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a practical test. The pool of applicants will be considered for other similar posts within Groote Schuur Hospital, for a period of three months from the date of the advert, provided that the job title, core functions, inherent requirements, and salary level are the same as those of the advertised post.
- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/252** : **ADMINISTRATION CLERK: FINANCE (BUDGET AND EXPENDITURE)**
- SALARY** : R228 321 per annum  
**CENTRE** : Groote Schuur Hospital, Observatory  
**REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics or Accountancy as a passed subject and/or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KRA's) of the post. Experience: Appropriate experience in a Finance Department. Competencies (knowledge/skills): Knowledge of Public Finance Management Act. Knowledge of Assets and Liabilities accounts. Good communication skills (written and verbal). Computer literacy (MS Word, Excel). Knowledge of BAS and knowledge of Persal.
- DUTIES** : (key result areas/outputs): Allocate Cash Receipts. Control, manage and clear various Assets and Liabilities accounts. Render clerical assistance to the Senior Admin Officer in the Finance Control section. Capture BAS payments, Journal entries and Debt take-on's. Filing of documentation.
- ENQUIRIES** : Ms R Cloete, tel. no. (021) 404-2253  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 applications will be considered for vacancies within Groote Schuur Hospital, for a period of three months from the date of the advert, provided that the job title, core functions, inherent requirements, and salary level are the same as those of the advertised post.
- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/253** : **ADMINISTRATION CLERK: FINANCE (FEES/REVENUE) (2 POSTS)**  
Chief Directorate: Metro Health Services
- SALARY** : R228 321 per annum  
**CENTRE** : New Somerset Hospital  
**REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accounting as a passed subject and/or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KPA's) of the post. Experience: Appropriate experience in

a Fees/Revenue health related environment. Inherent requirement of the job: Willing to work overtime as operationally required. Competencies (knowledge/skills): Strong sense of confidentiality. Computer literacy in MS Word and MS Excel. Good interpersonal and communication skills, ability to work independently, and as part of a team, and problem-solving with good organisational skills. Knowledge of Hospital Fees Memorandum 18, UPFS, HIS (CLINiCOM, AR Systems), BAS, Finance Instructions, PFMA and Treasury Instructions. Official must have a good understanding of the daily running of a hospital fees and revenue department. Appropriate CLINiCOM experience. Appropriate Accounts Receivable (AR) experience. Appropriate Cashier and Petty Cash experience, within a hospital setting. Appropriate BAS experience.

**DUTIES** : (key result areas/outputs): Follow-up medical aid and non-medical aid outstanding invoices in line with departmental Finance Instructions. Payment allocations on medical aid and debtor payments. General fees administration and account related duties/enquiries including filing and compiling of stats. Provide debt relief. Complete BAS transactions including deposits, day ends, journals and special journals and reconcile with the AR system. Compile weekly write-off annexures. Provide relief for colleagues as operationally required.

**ENQUIRIES** : Mr W Theron, tel. no. (021) 402-6575  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").

**NOTE** : No payment of any kind is required when applying for this post.  
**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/254** : **ADMINISTRATION CLERK: REGISTRY (MEDICAL RECORDS)**

**SALARY** : R228 321 per annum  
**CENTRE** : Tygerberg Hospital, Parow Valley  
**REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience of Medical Records or Registry services. Inherent requirements of the job: Willingness to work shifts. Must be willing to rotate and/or relief personnel. Competencies (knowledge/skills): Computer literacy. Good written and verbal communication skills.

**DUTIES** : Key result areas/outputs): Batching of all incoming episode folders. Issue and receive folders master file daily. Responsible for archiving all inactive folders. Ensure that folders are prepared correctly. Ensure that folders are scanned as per prescripts. Ensure that folders are being index correctly. Daily re-filing of episodes into yellow folders. File tracking on Hospital Information System and Trace misfiles. Ensure duplicate folders are being merged correctly. Handle of Microfilm as per request. Handle telephone enquiries.

**ENQUIRIES** : Ms M Xontana, tel. no. (021) 938-4512  
**APPLICATIONS** : Applicants apply online: [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications")

**NOTE** : No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a practical assessment.

**CLOSING DATE** : 14 April 2026, 17:00PM

**POST 11/255** : **ADMINISTRATION CLERK: REGISTRY**

**SALARY** : R228 321 per annum  
**CENTRE** : Groote Schuur Hospital, Observatory  
**REQUIREMENTS** : Minimum educational qualification: National Senior Certificate/Grade 12 (or equivalent). Experience: Appropriate experience in Admin Registry Department and operation a franking machine. Appropriate office administration experience Appropriate experience in client care. Competencies (knowledge/skills): Knowledge of the Departmental Records Procedural Manual (RPM) Good planning; organisational; interpersonal and communication skills. Ability to meet deadlines. Ability to compile stats and draft reports. Computer literacy in (MS Word, Excel and Outlook). Must be willing to undergo development courses.

**DUTIES** : (key result areas/outputs): Deliver an effective and efficient Admin Registry Service to the hospital. Opening, closing of lockable mail and files according to applicable records classification system. Franking mail items, recording monetary items in remittance book and control registry book on a daily basis Effective office organisation: collection of post at the Post Office and liaise with external and internal clients. Ensure timeous submission of statistical data

monthly and provide assistance to Supervisor. Hand delivery of opened mail to the various departments in a hospital environment and returning unclaimed mail.

**ENQUIRIES** : Mr K Stevens, tel. no. (021) 404-3238  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").  
**NOTE** : No payment of any kind is required when applying for this post.  
**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/256** : **ADMINISTRATION CLERK: SUPPORT (METROPOLE OPERATIONS MANAGER)**  
Chief Directorate: Emergency and Clinical Support Services

**SALARY** : R228 321 per annum  
**CENTRE** : Emergency Medical Services  
**REQUIREMENTS** : Minimum educational qualification: A Matric (Grade 12) or equivalent qualification. Experience: Appropriate administrative experience in line with the duties. Inherent requirements of the job: Valid Code 8 or Code 10 Driver's License. Excellent computer literacy in the MS Office package. Ability to travel between EMS districts and external stakeholders. Willingness to assist with departmental logistics and event planning. Competencies (knowledge/skills): Good interpersonal and organizational skills. Ability to function independently and within a team environment.

**DUTIES** : (key result areas/outputs): Render administrative support to Departmental head and other Management. Efficient Office Management, filing and record keeping and sound administrative skills. Diary management of Manager. Arranging of meetings and minute taking. Compiling of documents needed for the meeting. Effective administrative support to other departments. Ensure effective and efficient control of equipment in component. Handling of all telephonic and email enquiries from internal and external stakeholders. Compiling and typing of submissions and letters. Assist with projects within the department. Receiving of confidential documents and the distribution thereof. Screen necessary documents to determine actions or information required. Procurement of goods and services for the component.

**ENQUIRIES** : Ms SC Hartley, tel. no. (021) 932-1966  
**APPLICATIONS** : Applicants apply online: [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications")  
**NOTE** : No payment of any kind is required when applying for this post.  
**CLOSING DATE** : 14 April 2026, 17:00PM

**POST 11/257** : **ADMINISTRATION CLERK: ADMISSIONS (3 POSTS)**  
Chief Directorate: Emergency and Clinical Support Services

**SALARY** : R228 321 per annum  
**CENTRE** : Various Institutions  
**REQUIREMENTS** : Minimum educational qualification: Senior Certificate/Grade 12 (or equivalent). Experience: Appropriate experience in inpatient admissions and Help Desk environment. Inherent requirements of the job: Willingness to work 12-hour shifts (i.e. night duty, weekends, public holidays) and work overtime on short notice. Competencies (knowledge/skills): Knowledge of Primary Health Care Information System/Clinicom, Hospital Emergency Centre Tracking Information System, Tier.net, HECTIS, PHCIS Knowledge of the PFMA and responsibilities linked to finance management. Knowledge of filing, archiving and disposal process of records.

**DUTIES** : (key result areas/outputs): Admissions of clients in different departments, opening new folders, merging of folders, filing, archiving and disposal of folders. Accomplish key tasks in a competent and acceptable manner, adhere to sound professional behaviour and dress code. Ensure accurate and daily capturing on PHCIS/Tier.net/relevant electronics systems. Ensure clients are admitted according to the appointment system, assist with queue marshalling. Ensure good client relation strategies to minimize complaints. Ensure effective and efficient implementation of all applicable policies, procedures and instructions.

**ENQUIRIES** : Kraaifontein CHC - Ms S Mgoqi, tel. no. (021) 987-0080 / Bothasig CDC - Ms. C Lloyd, tel. no. (021) 818-0940 / Parow CDC - Ms. N Mtshengu, tel. no. (021) 810-8130

- APPLICATIONS** : Applicants apply online: [www.westerncape.gov.za/health-jobs](http://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 Admin Clerk: Admissions posts within (the Chief Directorate: Metro Health Services), for a period of 3 months from date of advert, provided that the job title, core functions, inherent requirements, and salary level are the same of the advertised post. Candidates will be subjected to a practical/oral assessment.
- CLOSING DATE** : 14 April 2026, 17:00PM
- POST 11/258** : **ADMINISTRATION CLERK: FINANCE (PAYMENTS)**  
Chief Directorate: Metro Health Services
- SALARY** : R228 321 per annum  
**CENTRE** : Mowbray Maternity Hospital  
**REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics or Accountancy as passed subject or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KRA's) of the post. Experience: Appropriate experience in Creditor and Asset Management and Liability Accounting. Competencies (knowledge/skills): Knowledge of the Basic Accounting System (BAS), LOGIS, Assets and Liabilities Suspense Accounts, Public Finance Management Act and Treasury Regulations and Instructions. Computer literacy.
- DUTIES** : (key result areas/outputs): Approval of System requisitions. Processing LOGIS Creditor Payments within 30 days and in compliance with Financial Prescripts. Performing Supplier Reconciliations and answer enquiries from users/suppliers. Assistance with other tasks performed in the office as part of a team in the section. Ensure safe keeping of documents.
- ENQUIRIES** : Ms N Mzukwa, tel. no. (021) 659-5559  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 written/practical and oral assessment. The pool of applicants will be considered for vacancies within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert, provided that the job title, core functions, inherent requirements, and salary level are the same as those of the advertised post.
- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/259** : **ADMINISTRATION CLERK: SUPPORT SERVICES GENERAL CLINICAL AND MEDICAL ANCILLARY (BED MANAGEMENT)**  
Chief Directorate: Metro Health Services
- SALARY** : R228 321 per annum  
**CENTRE** : Western Cape Rehabilitation Centre  
**REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accounting as a passed subject and/or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KPA's) of the post. Experience: Appropriate experience in a patient administration environment. Competencies (knowledge/skills): Computer literacy (MS Word, MS Excel, Outlook Express). Knowledge of CLINICOM. Effective and correct use of telecommunications and office equipment. Knowledge and awareness of stipulated acts, policies and procedures. People management skills. Effective interpersonal and communication skills (telephonic and in-person). Computer literacy- (MS Excel, Outlook & Internet). The ability to function independently. Knowledge of statistics and data capturing.
- DUTIES** : (key result areas/outputs): Render Administrative support to the Bed Manager. Capturing of application forms. Statistics monitoring. Liaising with ward staff regarding admissions/pending admissions and allocations. Liaising with external stakeholders regarding client's readiness for transfer to WCRC. Assist with monitoring in-patient statistics – transfers out, beds on hold, incoming patients, bed occupancy rates. Maintaining and updating admission waiting lists, handling general enquiries, ensuring patient confidentiality, assisting with audits, and supporting supply chain functions.
- ENQUIRIES** : Ms A Osman-Richards, tel. no. (021) 370-2429

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

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

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/260** : **ADMINISTRATION CLERK: SUPPORT**

**SALARY** : R228 321 per annum

**CENTRE** : Groote Schuur Hospital, Observatory

**REQUIREMENTS** : Minimum educational qualification: Grade 12/Senior Certificate (or equivalent).  
Experience: Appropriate experience in an administrative environment. Inherent requirement of the job: Required to work over weekends and public holidays.  
Competencies (knowledge/skills): Ability to maintain good interpersonal skills  
Ability to function within a team and work under pressure. Must be competent in mathematical calculation Computer literate (MS Word & MS Excel)  
Conversant with computer procurement programs Syspro or equivalent and CLINCOM. Ability to work in team.

**DUTIES** : (key result areas/outputs): Typing and computer work Personnel assistance and relief duties in the admin office and other required area of need. Effectively managing the personnel office within Food Services. Assisting with coordinating of all training of staff members within the department. Capturing all stock received onto Syspro. Weekly, monthly and quarterly stock taking. Relieving of reception area and its duties. Responsible for diary of Head of Department Minute taking of meetings. Creating confidential documents Responsible for monthly stats to Head Office Assist in personnel office with regards to HR. Liaise with various area/department with regards to item out of stock and other matters.

**ENQUIRIES** : Ms C Mashele, tel. no. (021) 404-4068

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

**NOTE** : No payment of any kind is required. Shortlisted candidates may be subjected to a competency test.

**CLOSING DATE** : 14 April 2026, 17:00PM

**POST 11/261** : **ADMINISTRATION CLERK: ADMISSIONS (3 POSTS)**  
Chief Directorate: Metro Health Services

**SALARY** : R228 321 per annum

**CENTRE** : Kraaifontein CHC (1 Post)  
Bothasig CDC (1 Post)  
Parow CDC (1 Post)  
Northern/Tygerberg Sub-structure Office

**REQUIREMENTS** : Minimum educational qualification: Senior Certificate/Grade 12 (or equivalent).  
Experience: Appropriate experience in inpatient admissions and Help Desk environment. Inherent requirements of the job: Willingness to work 12-hour shifts (i.e. night duty, weekends, public holidays) and work overtime on short notice. Competencies (knowledge/skills): Knowledge of Primary Health Care Information System/CLINICOM, Hospital Emergency Centre Tracking Information System, Tier.net, HECTIS, PHCIS Knowledge of the PFMA and responsibilities linked to finance management. Knowledge of filing, archiving and disposal process of records.

**DUTIES** : (key result areas/outputs): Admissions of clients in different departments, opening new folders, merging of folders, filing, archiving and disposal of folders. Accomplish key tasks in a competent and acceptable manner, adhere to sound professional behaviour and dress code. Ensure accurate and daily capturing on PHCIS/Tier.net/relevant electronics systems. Ensure clients are admitted according to the appointment system, assist with queue marshalling. Ensure good client relation strategies to minimize complaints. Ensure effective and efficient implementation of all applicable policies, procedures and instructions.

**ENQUIRIES** : Kraaifontein CHC - Ms S Mgoqi, tel. no. (021) 987-0080 / Bothasig CDC - Ms. C Lloyed, tel. no. (021) 818-0940 / Parow CDC - Ms. N Mtshengu, tel. no. (021) 810-8130

**APPLICATIONS** : Applicants apply online: [www.westerncape.gov.za/health-jobs](http://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 Admin Clerk: Admissions posts

within (the Chief Directorate: Metro Health Services), for a period of 3 months from date of advert, provided that the job title, core functions, inherent requirements, and salary level are the same of the advertised post. Candidates will be subjected to a practical/oral assessment.

- CLOSING DATE** : 14 April 2026, 17:00PM
- POST 11/262** : **ADMINISTRATION CLERK: ADMISSIONS (FEES DEPARTMENT) (PATIENT ADMINISTRATION: INPATIENT AND OUTPATIENT)**
- SALARY** : R228 321 per annum  
**CENTRE** : Groote Schuur Hospital, Observatory  
**REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accountancy as a passed subject and /or Senior Certificate with experience / competencies that focus on the Key Performance Areas (KRA's) of the post. Experience: Appropriate experience in a Fees-related environment. Competencies (knowledge/skills): Knowledge of Hospital Fees Memorandum Chapter 18, UPFS, HIS (CLINICOM) Finance Instructions, PFMA and Treasury Instructions. Computer literacy (MS Word, Excel, Outlook). Strong sense of confidentiality. Good communication skills (written and verbal). Good interpersonal abilities.
- DUTIES** : (key result areas/outputs): Patient administration. Collect revenue on outstanding hospital fees accounts in line with Hospital Policy, Fees Memorandum Chapter 18 and Finance instruction. Request Medical notes of patients where it's necessary. Submission of Medical aid accounts to the Case Managers. Capturing of all ICD 10 coding and all procedure codes for account. Filling of all clinical notes. Request folders, prep folders and follow-up on missing folders. Relieve for reception. Auditing of outpatient's accounts.
- ENQUIRIES** : Ms M Blankenberg, tel. no. (021) 404-4263.  
**APPLICATIONS** : Applicants apply online: [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications")
- NOTE** : No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a practical test.
- CLOSING DATE** : 14 April 2026, 17:00PM
- POST 11/263** : **ADMINISTRATION CLERK: ADMISSIONS FEES DEPARTMENT (PATIENT ADMINISTRATION) (2 POSTS)**
- SALARY** : R228 321 per annum  
**CENTRE** : Groote Schuur Hospital, Observatory  
**REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accountancy as a passed subject and /or Senior Certificate with experience / competencies that focus on the Key Performance Areas (KRA's) of the post. Experience: Appropriate experience in a Fees-related environment dealing with CLINICOM Patient Administration. Inherent requirements of the job: Rotate between departments as per operational requirements if required. Competencies (knowledge/skills): Computer literacy. (Ms Outlook, Ms Excel). Knowledge of Hospital Fees Memorandum 18, UPFS, HIS, CLINICOM, Billing and Finance instructions. Good communication skills (verbal and written). Strong sense of confidentiality.
- DUTIES** : (key result areas/outputs): CLINICOM patient registration functions attendances, disposals as per PGWC Hospital Fees policies and procedures including booking of appointments & patients transport on Healthnet. Attending to patient queries (both verbal and written). Responsible for handling and receiving of public money, Cash Collection and Banking of State Money. Debiting of Charge Entries to invoices as per UPFS and PGWC billing procedures including ICD10 capturing. Provide administrative and secretarial support services to the department. Various Reception tasks or duties assigned to you by immediate supervisor as required.
- ENQUIRIES** : Mr R Swail, tel. no. (021) 404-2333  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post.
- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/264** : **ADMINISTRATION CLERK: WARDS (QUALITY ASSURANCE MANAGER AND HELP DESK SERVICES)**  
Chief Directorate: Metro Health Services

**SALARY** : R228 321 per annum  
**CENTRE** : Karl Bremer Hospital  
**REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in a health care environment and working in a patient administration service environment. Appropriate experience in typing and minute taking. Inherent requirement of the job: Valid driver's license code B/EB. Willingness to work overtime and on public holidays when required. Competencies (knowledge/skills): Computer literacy in MS Office Suite (Word, Excel, PowerPoint, Outlook Access) and appropriate knowledge of MS Teams and OneDrive. Ability to work under pressure and in a team environment and must be able to manage difficult clients and conflict professionally. Ability to communicate effectively with patients, visitors, the general public and line managers and good general communication, interpersonal, organizational, report-writing and problem-solving skills. Exercise good judgment in safeguarding confidential or sensitive information.

**DUTIES** : (key result areas/outputs): Effective administration support to the quality assurance management unit and Effective public service delivery: relief administration in quality assurance management unit, including support to the Occupational health and IPC units. Effective management of patient redress request and Effective process management for receipt, completion and return of all patient complaints, compliments and suggestions in support of the quality assurance manager. Provide an effective hospital help desk service including resource management support and effective management of office stocks supplies and assets. Facilitate allied processes and compliance with relevant legislation, patients' rights charter, complaints management policies. Effective patient folder and personal information management in line with the Provincial Access to Information policies as well as the Protection of Personal Information Act.

**ENQUIRIES** : Ms S Richardson, tel. no. (021) 918-1903/8  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 short-listed for interviews will be expected to complete a practical test. The pool of applications will be considered for vacancies within the Chief Director Metro Health Services, for a period of three months from the date of the advert, provided that the job title, core functions, inherent requirements, and salary level are the same as those of the advertised post.

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/265** : **ADMINISTRATIONN CLERK: REGISTRY**  
 Directorate: People Development

**SALARY** : R228 321 per annum  
**CENTRE** : Head Office, Cape Town  
**REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in registry. Competencies (knowledge/skills): Good communication skills. Computer literacy.

**DUTIES** : (key result areas/outputs): Render an effective filing and records management services. Handling incoming and outgoing correspondence. Process documents for archiving and /or disposal. Operate office machine in relation to the registry functions. Provide registry counter services.

**ENQUIRIES** : Ms L Zothani, tel. no (021) 483-4478  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").

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

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/266** : **TAFF NURSE GRADE 1 TO 3**  
 Garden Route District

**SALARY** : Grade 1: R220 614 per annum  
 Grade 2: R262 287 per annum  
 Grade 3: R306 798 per annum

**CENTRE** : Alan Blyth Hospital  
**REQUIREMENTS** : Minimum educational qualification: Qualification that allows registration with the SANC as a Staff Nurse. Registration with a professional council:

		Registration with the SANC as a Staff Nurse. Experience: <b>Grade 1:</b> None <b>Grade 2:</b> A minimum of 10 years' appropriate/recognisable experience in nursing after registration as Staff Nurse with the SANC. <b>Grade 3:</b> A minimum of 20 years appropriate/recognisable experience in nursing after registration as Staff Nurse with the SANC. Inherent requirement of the job: Willingness to work shifts, night duty, including weekends, public holidays as well as overtime. Willingness to rotate to other wards in the hospital and to work at the clinics in the Sub-district when needed. Competencies (knowledge/skills): Good communication and interpersonal relationships. Self-discipline and motivation. Ability to interpret basic clinical signs and symptoms. Knowledge of relevant legislation, policies and protocols of the Department of Health and Wellness, Western Cape. Computer literate in Microsoft office programs (Excel and Word). Ability to work in a team across the service platforms.
<b><u>DUTIES</u></b>	:	(key result areas/outputs): Development and implementation of basic patient care plans. Provide basic clinical nursing care. Effective utilization of resources. Maintain professional growth /ethical standards and self-development. Effective recordkeeping. Participate in infection prevention and control.
<b><u>ENQUIRIES</u></b>	:	Ms A Laubscher, tel. no. (028) 551-1010
<b><u>APPLICATIONS</u></b>	:	Applications are submitted online via <a href="http://www.westerncape.gov.za/health-jobs">www.westerncape.gov.za/health-jobs</a> (click "online applications").
<b><u>NOTE</u></b>	:	No payment of any kind is required when applying for this post. Candidates will be required to undergo a practical 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 change in registration status).
<b><u>CLOSING DATE</u></b>	:	14 April 2026, 17:00 PM
<b><u>POST 11/267</u></b>	:	<b><u>STAFF NURSE GRADE 1 TO 3 (THEATRE AND CSSD)</u></b> Garden Route District
<b><u>SALARY</u></b>	:	Grade 1: R220 614 per annum Grade 2: R262 287 per annum Grade 3: R306 798 per annum
<b><u>CENTRE</u></b>	:	Oudtshoorn Hospital
<b><u>REQUIREMENTS</u></b>	:	Minimum educational qualification: Qualification that allows registration with the SANC as a Staff Nurse. Registration with a professional council: Registration with the SANC as a Staff Nurse. Experience: <b>Grade 1:</b> None <b>Grade 2:</b> A minimum of 10 years' appropriate/recognisable experience in nursing after registration as Staff Nurse with the SANC. <b>Grade 3:</b> A minimum of 20 years' appropriate/recognisable experience in nursing after registration as Staff Nurse with the SANC. Inherent requirement of the job: Willingness to work shifts, night duty, including weekends, public holidays as well as overtime. Willingness to rotate to other wards in the hospital and to work at the clinics in the Sub-district when needed. Competencies (knowledge/skills): Good communication and interpersonal relationships. Self-discipline and motivation. Ability to work in a team across the service platforms.
<b><u>DUTIES</u></b>	:	(key result areas/outputs): Development and implementation of basic patient care plans. Provide basic clinical nursing care. Effective utilization of resources. Maintain professional growth/ethical standards and self-development. Take actions to improve quality of nursing care. Participate in infection prevention and control.
<b><u>ENQUIRIES</u></b>	:	Ms WR Abrahams, tel. no. (044) 203 - 7203
<b><u>APPLICATIONS</u></b>	:	Applications are submitted online via <a href="http://www.westerncape.gov.za/health-jobs">www.westerncape.gov.za/health-jobs</a> (click "online applications").
<b><u>NOTE</u></b>	:	No payment of any kind is required when applying for this post. Candidates will be required to undergo a practical 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 change in registration status). Preference will be given to Grade 1 and/or Grade 2 candidates, should they be found appointable.

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/268** : **STAFF NURSE GRADE 1 TO 2 (WARD 97)**  
Chief Directorate: Metro Health Services

**SALARY** : Grade 1: R220 614 per annum  
Grade 2: R262 287 per annum

**CENTRE REQUIREMENTS** : Lentegour Hospital  
Minimum educational qualification: Qualification that allows registration with the South African Nursing Council (SANC) as Staff Nurse. Registration with a professional council: Registration with the SANC as Staff Nurse. Experience: **Grade 1:** None **Grade 2:** A minimum of 10 years' appropriate/recognizable experience in nursing after registration as Staff Nurse with the SANC. Inherent requirement of the job: Willingness to work shifts, day and night duty, weekends, and public holidays to meet the operational requirements. Must be prepared to assist in all departments according to operational requirements. Competencies (knowledge/skills): Effective communication skills and interpersonal skills. Knowledge of nursing processes & procedures as outlined in nursing, health related & public service legislation, regulation & policies. Function within the team and facilitate on the level of the post.

**DUTIES** : (key result areas/outputs): Development and implementation of basic patient care. Provide basic clinical nursing care. Effective utilization of physical and financial resources. Maintain professional growth/ethical standards and self-development.

**ENQUIRIES APPLICATIONS** : Ms KP Tukutezi, tel. no. (021) 370-1274  
Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").

**NOTE CLOSING DATE** : No payment of any kind is required when applying for this post.  
14 April 2026, 17:00 PM

**POST 11/269** : **STAFF NURSE GRADE 1 TO 2 (ORTHOPAEDICS)**

**SALARY** : Grade 1: R220 614 per annum  
Grade 2: R262 287 per annum

**CENTRE REQUIREMENTS** : Tygerberg Hospital, Parow Valley  
Minimum educational qualification: Appropriate qualification that allows registration with the South African Nursing Council (SANC) as a Staff Nurse. Registration with a professional council: Registration with the SANC as a Staff Nurse. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years appropriate/recognisable experience in nursing after registration with the SANC as Staff Nurse. Inherent requirement of the job: Willingness to work shifts, public holidays, after-hours, night duty and weekend cover. Willingness to rotate to other departments. Competencies (knowledge/skills): Ability to work independently and under pressure.

**DUTIES** : (key result areas/outputs): Provide quality basic nursing care according to procedures and policy. Provide basic nursing care under the direct and indirect supervision of the Registered Professional Nurse. Create a safe and therapeutic environment for patients and the public. Development and Implementation of basic patient care plans. Maintain professional growth, ethical standards and self-development. Accurate recordkeeping and effective utilization of resources.

**ENQUIRIES APPLICATIONS** : Ms V Dubase, tel. no. (021) 938-4000  
Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 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 a specific category with the South African Nursing Council (including individuals who must apply for change in registration status).

- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/270** : **STAFF NURSE GRADE 1 TO 2 (SURGERY WARD)**  
Chief Directorate: Rural Health Services
- SALARY** : Grade 1: R220 614 per annum  
Grade 2: R262 287 per annum
- CENTRE** : Worcester Regional Hospital
- REQUIREMENTS** : Minimum educational qualification: Qualification that allows registration with SANC as a Staff Nurse. Registration with a professional council: Registration with the South African Nursing Council as a Staff Nurse. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years appropriate/ recognisable experience in nursing after registration with the SANC as Staff Nurse. **Grade 3:** A minimum of 20 years appropriate/ recognisable experience in nursing after registration with the SANC as Staff Nurse. Inherent requirements of the job: Ability to work shifts during the day and night, weekends and public holidays and overtime when required by supervisor. Willingness to rotate within different Functional Business Units. Competencies (knowledge/skills): Sound knowledge of SANC Regulation which prescribe nursing practice. The ability to function independently in a multi-disciplinary team and the ability to direct the team to ensure quality nursing care. Good interpersonal and communication skills. Ability to deal with conflict situations and make sound decisions under pressure.
- DUTIES** : (key result areas/outputs): Develop and implement basic patient care by providing individual direct and indirect health care under supervision of the Professional Nurse. Responsible to provide basic clinical nursing care within SANC Scope of Practice and competency training as required. Effective health promotion and information to patient/client and community. Participate in the effective utilization of physical and financial resources to maintain standards and ensure quality care. Maintain professional growth/ethical standards and self-development.
- ENQUIRIES** : Mr S Bruiners, tel. no. (023) 348-1104
- APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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). Preference will be given to Grade 1 and/or Grade 2 candidates, should they be found appointable.
- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/271** : **STAFF NURSE GRADE 1 TO 2 (SURGICAL WARD)**
- SALARY** : Grade 1: R220 614 per annum  
Grade 2: R262 287 per annum
- CENTRE** : Red Cross War Memorial Children's Hospital, Rondebosch
- REQUIREMENTS** : Minimum educational qualification: Qualification that allows registration with the South African Nursing Council (SANC) as an Enrolled Nurse. Registration with a professional council: Registration with SANC as an Enrolled Nurse. Experience: **Grade1:** None **Grade 2:** A minimum of 10 years appropriate/recognizable experience in nursing after registration with the SANC as an Enrolled Nurse. Inherent requirements of the job: Willingness to work shifts, night duty and public holidays. Annual receipt and licence to practice. Willingness to rotate within the hospital as per operational requirements. Competencies (knowledge/skills): Basic communication skills (both verbal and written. Ability to function effectively as part of a team. Good human relationships. The ability to render nursing care of an acceptable and safe standard.
- DUTIES** : (key result areas/outputs): Provide basic clinical nursing care under the supervision of a Professional Nurse. Development and implementation of basic patient care. Effective utilization of physical and financial resources. Maintain professional growth/ethical standards and self-development. Commitment to,

and engagement with, the Western Cape DoH & Wellness values, and a people centred approach to care. Leadership and good governance.

**ENQUIRIES** : Ms M Franken, tel. no. (021) 658-5187

**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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** : 14 April 2026, 17:00 PM

**POST 11/272** : **STAFF NURSE GRADE 1 TO 3**  
Cape Winelands Health District

**SALARY** : Grade 1: R220 614 per annum  
Grade 2: R262 287 per annum  
Grade 3: R306 798 per annum

**CENTRE** : Robertson Mobile

**REQUIREMENTS** : Minimum educational qualification: Qualification that allows registration with the SANC as Staff Nurse. Registration with a professional council: Registration with the SANC as Staff Nurse. Experience: **Grade 1:** None **Grade 2:** A minimum of 10 years appropriate/recognisable nursing experience after registration with the SANC as Staff Nurse. **Grade 3:** A minimum of 20 years appropriate/recognizable experience in nursing after registration with the SANC as Staff Nurse. Inherent requirements of the job: Prepared to work at different facilities within the Sub District inclusive a Mobile, hospital and when needed within the community (COPC concept). Valid (code B/EB) driver's licence. Competencies (knowledge/skills): Knowledge and insight of relevant legislation and policy related to nursing within the public sector. Computer literacy (MS Word, Excel and Outlook) to be able to communicate, capture patient information, check results and capture data. Ability to promote quality patient care through the implementation of protocols, guidelines, and standards.

**DUTIES** : (key result areas/outputs): Development and implementation of basic patient care plans to all patients. Provide basic clinical nursing care. Effective utilization of resources. Maintain professional growth/ethical standards and self-development. Participate in infection prevention and control.

**ENQUIRIES** : Ms. K Fourie tel. no. (023)626-8500

**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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). "Preference will be given to Grade 1 and/or Grade 2 candidates, should they be found appointable."

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/273** : **STAFF NURSE: GRADE 1 TO 3**  
Cape Winelands Health District

**SALARY** : Grade 1: R220 614 per annum  
Grade 2: R262 287 per annum  
Grade 3: R 306 798 per annum

**CENTRE** : Simondium Mobile

**REQUIREMENTS** : Minimum educational qualification: Qualification that allows registration with the SANC as a Staff Nurse. Experience: **Grade 1:** None **Grade 2:** A minimum of 10 years appropriate/recognisable nursing experience after registration with

the SANC as a Staff Nurse. **Grade 3:** A minimum of 20 years appropriate/recognizable experience in nursing after registration with the SANC as a Staff Nurse. Registration with a professional council: Registration with the SANC as a Staff Nurse. Inherent requirements of the job: Valid (Code B/EB) driver's licence and willingness to travel. Willingness to support when necessary and to work at other clinics in the Sub-district as well as on mobile clinic. Competencies (knowledge/skills): Knowledge and insight of relevant legislation and policy related to nursing within the public sector. Ability to promote quality patient care through the implementation of protocols, guidelines, and standards.

**DUTIES** : (key result areas/outputs): Development and implementation of basic patient care plans to all patients. Provide basic clinical nursing care. Effective utilization of resources. Maintain professional growth/ethical standards and self-development. Participate in infection prevention and control.

**ENQUIRIES** : Ms J Bosch, tel. no. (021) 862-4520

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

**NOTE** : No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to 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 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). "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). "Preference will be given to Grade 1 and/or Grade 2 candidates, should they be found appointable."

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/274** : **STAFF NURSE GRADE 1 TO 2 (SURGICAL WARD) (2 POSTS)**

**SALARY** : Grade 1: R220 614 per annum  
Grade 2: R262 287 per annum

**CENTRE** : Red Cross War Memorial Children's Hospital

**REQUIREMENTS** : Minimum educational qualification: Qualification that allows registration with the SANC as Staff Nurse. Registration with a professional council: Registration with SANC as Staff Nurse. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years appropriate/recognisable nursing experience after registration with the SANC as Staff Nurse. Inherent requirement of the job: Willingness to work shifts, night duty and public holidays. Annual receipt and licence to practice. Willingness to rotate within the hospital as per operational requirements. Competencies (knowledge/skills): Basic communication skills (both verbal and written. Ability to function effectively as part of a team. Good human relationships. The ability to render nursing care of an acceptable and safe standard.

**DUTIES** : (key result areas/outputs): Assist patients with activities of daily living (physical care). Provide elementary clinical nursing care. Effective utilization of physical and financial resources. Maintain professional growth/ethical standards and self-development.

**ENQUIRIES** : Ms M Franken, tel. no. (021) 658-5187

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

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

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/275** : **STAFF NURSE GRADE 1 TO 2**  
Cape Winelands Health District

**SALARY** : Grade 1: R220 614 per annum  
Grade 2: R262 287 per annum

**CENTRE** : Stellenbosch Hospital

**REQUIREMENTS** : Minimum educational qualification: Qualification that allows registration with the SANC as Staff Nurse. Registration with a professional council: Registration

with SANC as Staff Nurse. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years appropriate/recognisable nursing experience after registration with the SANC as Staff Nurse. Inherent requirement of the job: Willingness to work shifts, night and day shifts, weekends, public holidays and overtime when necessary. Willingness to work in all wards of the hospital. Competencies (knowledge/skills): Good communication and interpersonal relationships. Basic computer skills in MS Word, Excel. Enhance patient care through the implementation of SOP's, policies, and guidelines. Ability to work under pressure.

**DUTIES** : (key result areas/outputs): Development and implementation of basic patient care. Provide basic clinical care in a resource constrained PHC setting. Effective utilization of physical and financial resources. Maintain professional growth/ethical standards and self-development.

**ENQUIRIES** : Ms. J Skippers, tel. no. (021) 808-6190  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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). The pool of applications will be considered for vacancies within Stellenbosch Hospital, for a period of three months from the date of the advert, provided that the job title, core functions, inherent requirements, and salary level are the same as those of the advertised post."

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/276** : **DENTAL ASSISTANT GRADE 1 TO 2**  
 Chief Directorate: Metro Health Services

**SALARY** : Grade 1: R217 092 per annum  
 Grade 2: R252 840 per annum

**CENTRE** : Delft PHC

**REQUIREMENTS** : Minimum educational qualification: Appropriate qualification or prescribed in-service training (with duration of less than 2 years) that allows for the required registration with the Health Professions Council of South Africa (HPCSA) as Dental Assistant. Registration with a professional council: Registration with HPCSA as Dental Assistant. Experience: **Grade 1:** None after obtaining an appropriate qualification or prescribed in-service training that allows for the required registration with the HPCSA as Dental Assistant **Grade 2:** A minimum of 10 years appropriate/recognisable experience after obtaining an appropriate qualification or prescribed in-service training that allows for the required registration with the HPCSA as Dental Assistant. Inherent requirements of the job: Willingness to work in the geographical PHC facilities within the Northern Tygerberg substructure, when operationally required. Willingness to work after hours as well as working overtime and shifts. Valid (Code B/EB) driver's license. Competencies (knowledge/skills): Computer literacy (MS Word, Excel and Outlook) Good interpersonal skills Ability to use own initiative and work independently or as a team. Good problem solving and conflict resolution.

**DUTIES** : (key result areas/outputs): To assist the dentist in rendering an optimal, effective and efficient oral health service to the public. Assisting with Dental Procedures in Theatre. Participate in health promotion programs. Effective management and utilization of stock and medication Ensure infection control and occupational health and safety standards are maintained. Perform the necessary administrative duties

**ENQUIRIES** : Dr A Smith tel. no. (021) 954- 2237  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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** : 14 April 2026, 17:00 PM
- POST 11/277** : **OPERATOR (PNEUMATIC TUBE STATION) (CENTRAL DISTRIBUTION OFFICER)**
- SALARY** : R193 359 per annum  
**CENTRE** : Groote Schuur Hospital, Observatory  
**REQUIREMENTS** : Minimum educational qualification: General Education and Training certificate (GETC) /Grade 9 (Std 7). Experience: Appropriate operator experience. Inherent requirement of the job: The ability to do physical tasks such as lifting of carriers. Render a shift duty. Competencies (knowledge/skills): Extensive knowledge of the Tube distribution service Ability to effectively communicate Basic knowledge of Infection Prevention Control procedures willingness to work under pressure.
- DUTIES** : (key result areas/outputs): Responsible for the operational function of the Pneumatic Tube System, the dispatch and collection of tubes and telephonic queries/requests. Responsible for reporting defective specimens and transporting specimens from various wards to various laboratories. Responsible for receipt/dispatch of specimens, postal forms, medical reports and other related documents. Ensure a safe and hygienic work environment and apply basic Infection prevention control measures as well as collecting and cleaning of equipment Assist with the collection of DHA1663 from wards and perform other miscellaneous duties, e.g. messenger duties and assist undertaker with queries.
- ENQUIRIES** : Ms F Zaba tel. no. (021) 404-5037  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click “online applications”).
- NOTE** : No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a competency test.
- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/278** : **TELKOM OPERATOR**  
Chief Directorate: Metro Health Services
- SALARY** : R193 359 per annum  
**CENTRE** : Karl Bremer Hospital  
**REQUIREMENTS** : Minimum educational qualification: General Education and Training Certificate (GETC)/Grade 9 (Std. 7). Experience: Appropriate experience in operating an electronic switchboard. Inherent requirements of the job: Willingness to work shifts, night shifts, weekends and public holidays. Work overtime when required by operational needs. Competencies (knowledge/skills): Ability to operate an electronic switchboard. Excellent listening skills and telephone etiquette.
- DUTIES** : (key result areas/outputs): Manage switchboard (incoming and outgoing calls), handle queries and deliver messages. Handling of all telecommunication equipment and related tasks. Handling of all alarm systems allocated to switchboard. Report all faults alarms and telephone lines to the supervisor/ relevant technicians. Support to Supervisor.
- ENQUIRIES** : Ms T. Petshwa, tel. no. (021) 918-1277  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click “online applications”).
- NOTE** : No payment of any kind is required when applying for this post.
- CLOSING DATE** : 14 April 2026, 17:00PM
- POST 11/279** : **TELKOM OPERATOR**  
Chief Directorate: Metro Health Services
- SALARY** : R193 359 per annum  
**CENTRE** : New Somerset Hospital  
**REQUIREMENTS** : Minimum educational qualification: General Education and Training Certificate (GETC)/Grade 9 (Std. 7). Experience: Appropriate experience, in the operating of a switchboard. Inherent requirement of the job: The ability to work, day and night shifts, on weekends and public holidays when required. Physically able

to hear and speak clearly. Competencies (knowledge/skills): The ability to operate switchboard equipment effectively and efficiently. Excellent telephone etiquette. Able to communicate effectively.

**DUTIES** : (key result areas/outputs): Handling of all incoming and outgoing calls as well as telephonic enquiries. Ensure effective and efficient communication, both internally and externally between staff, clientele and the general public. Processing and distribution of monthly telephone accounts. Keep monthly statistics. Provide clerical and administrative support to the supervisor. Monthly update of the telephone extension list. Receive and ensure accurate distribution of faxes and other messages.

**ENQUIRIES** : Mr. J Roberts, tel. no. (021) 402-6461

**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 written/practical and oral assessment. The pool of applications will be considered for vacancies within the Chief Directorate: Metro Health Services, for a period of three months from the date of the advert, provided that the job title, core functions, inherent requirements, and salary level are the same as those of the advertised post.

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/280** : **HOUSEKEEPING SUPERVISOR**  
Chief Directorate: Rural Health Services

**SALARY** : R193 359 per annum

**CENTRE** : Paarl Hospital

**REQUIREMENTS** : Minimum educational qualification: General Education and Training Certificate (GETC) /Grade 9 (Std. 7) Experience: Appropriate cleaning and household experience in a hospital environment and in the use of cleaning equipment and stock. Supervisory experience required. Inherent requirements of the job: Willingness to work shifts, including weekends, night duty, public holidays and standby duty. Competencies (knowledge/skills): Knowledge of infection prevention and control, hospitality, safety and hygiene standards. Ability to work in a team environment, independently and self-driven. Computer literacy (Microsoft Office).

**DUTIES** : (key result areas/outputs): Responsible for overall control, organising, performing and coordinating of all tasks related to ensure effective cleaning and ward food and linen services. Ensure the effective use, maintenance, ordering, safe-keeping and monitoring of supplies and equipment. Ensure adherence to safety, Infection Control and Occupational Health policy and precautions in cleaning, handling of equipment, waste disposal, linen control and food handling and related training of subordinates. Coordinate and provide effective training appropriate to service delivery. Provide an effective relief, coordination and support service to management. Supervise and manage personnel in their performance, as well as all other human resource related duties (i.e., staff performance and discipline). Support, guide and direct personnel under his/her supervision. Maintain a high standard of cleanliness and hygiene within the hospital ward.

**ENQUIRIES** : email: [sifundwesihle.msali@westerncape.gov.za](mailto:sifundwesihle.msali@westerncape.gov.za)

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

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

**CLOSING DATE** : 14 April 2026, 17:00PM

**POST 11/281** : **HOUSEKEEPING SUPERVISOR**  
Cape Winelands District

**SALARY** : R193 359 per annum

**CENTRE** : Montagu Hospital

**REQUIREMENTS** : Minimum educational qualification: General Education and Training Certificate (GETC) / Grade 9 (Std 7). Experience: Appropriate experience in a supervisory position. Appropriate administrative experience with regard to Duty Roosters, Linnen Counting and General Administration. Appropriate cleaning and household experience in a hospital environment and in the use of cleaning equipment and stock. Inherent requirements of the job: Valid Driver's License. The ability to work overtime as required by the operations of the workplace. The ability to do physical tasks and operate heavy duty cleaning and household

equipment. Willingness to work in a high occupational health risk environment with blood, infectious diseases, human and medical waste, contaminated linen and sharps. Competencies (knowledge/skills): Knowledge of Infection Control and Provincial Food Service Policy and disciplinary code of conduct. Good interpersonal relations with supervisor, colleagues. Knowledge of safety and hygiene standards and inventory/stock control. Computer Literacy in Microsoft Word and Excel.

**DUTIES** : (key result areas/outputs): Co-ordinate operational household functions. Co-ordinate operational porters and mortuary functions. Effective co-ordination and controlling of all linen in hospital. Effective and efficient supervision over the Hospital Residence. Effective and efficient management of assets and equipment. Correct utilization of resources. Support human resource functions.

**ENQUIRIES** : Ms. M Cronje tel. no. (023) 626-1294  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").

**NOTE** : No payment of any kind is required when applying for this post. Shortlisting candidates may be subjected to a practical and competency test as part of the interview process. The pool of applications will be considered for vacancies within the Langeberg Sub District, for a period of three months from the date of the advert, provided that the job title, core functions, inherent requirements, and salary level are the same as those of the advertised post."

**CLOSING DATE** : 14 April 2026, 17:00PM

**POST 11/282** : **HOUSEKEEPING SUPERVISOR**  
Chief Directorate: Metro Health Services

**SALARY** : R193 359 per annum  
**CENTRE** : False Bay Hospital  
**REQUIREMENTS** : Minimum educational qualification: General Education and Training Certificate (GETC)/Grade 9.Experience: Appropriate cleaning/housekeeping service experience in a Health related facility. Appropriate supervisory experience. Inherent requirement of the job: Be able to work shifts, including weekends and Public holidays. Willingness to work overtime. Competencies (knowledge/skills): Maintain positive inter-personal relations with all categories of staff in execution of his/her supervisory functions. Ability to supervise, manage, train and discipline Sub-ordinates. Sound supervisory, interpersonal and organising skills. Decision-making and problem solving skills. Good counselling skills. Ability to apply Batho Pele Principles.

**DUTIES** : (key result areas/outputs): Ensure cleaning is done in accordance with prescribed hygienic processes and procedures to ensure a safe environment. Proper Linen Management by stock-controlling, checking, sorting, ordering and issuing of linen. Ensure the effective use and maintenance of equipment and supplies. Perform supervisory functions.

**ENQUIRIES** : Ms B. Tyutu, tel. no. (021) 832 5206  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").

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

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/283** : **HOUSEKEEPING SUPERVISOR**  
West Coast District

**SALARY** : R193 359 per annum  
**CENTRE** : Swartland Hospital, Swartland Sub-district  
**REQUIREMENTS** : Minimum educational qualification: General Education and Training Certificate (GETC) / grade 9 (Std 7).Experience: Appropriate cleaning experience in a health care service environment. Appropriate experience in management and ordering stock. Inherent requirements of the job: Willingness to work shifts and after hours (weekends, public holidays and night duty) as the operational needs arise. Competencies (knowledge/skills): Sound interpersonal, organizing, numeracy, planning, decision making, problem-solving and supervisory skills. Knowledge of all cleaning and housekeeping policies, protocols, and procedures. Good work ethics. Ability to work in a team and independently.

**DUTIES** : (key result areas/outputs): Perform supervisory functions to ensure the maintenance of a clean, hygienic, and safe environment. Supervise and ensure the effective use and maintenance of supplies, equipment and linen. Supervise adherence to food service policies in the ward. Supervise hygiene practices,

waste management and occupational health and safety. Effective support to supervisor. Adheres to the Code of Conduct of public service.

**ENQUIRIES** : Ms L Julius, tel. no. (022) 487-9304

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

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

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/284** : **HOUSEKEEPING SUPERVISOR**  
Chief Directorate: Metro Health Services

**SALARY** : R193 359 per annum

**CENTRE** : Victoria Hospital

**REQUIREMENTS** : Minimum educational qualification: General Education and Training Certificate (GETC)/Grade 9 (Std7). Experience: Appropriate experience as cleaner/housekeeping in Health Care Environment essential. Inherent requirements of the job: Compulsory to work shifts, weekends, public holidays and in rotate to other departments with the facility. Competencies (knowledge/skills): Ability to perform routine structured tasks, to adhere to safety standards. Supervisory skills and optimal utilisation of sub-ordinates.

**DUTIES** : (key result areas/outputs): Maintain a high standard of cleanliness and hygiene within the hospital. Supervisory and performance management of housekeeping team. Responsible for the provision and serving of meals and beverages to patients and parents. Responsible for effective communication, overall control and organising of housekeeping tasks in a Health Facility. Effective utilization of resources (physical and financial). Control and issue linen stock on ward level as required. Application of the disciplinary procedures and conflict resolutions. Assist in performing ad-hoc duties within the hospital.

**ENQUIRIES** : Ms J van der Riel, tel. no. (021) 799-1270

**APPLICATIONS** : Applications are submitted online via [www.westerncape.Gov.Za/Health-Jobs](http://www.westerncape.Gov.Za/Health-Jobs) (click "online applications").

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

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/285** : **NURSING ASSISTANT GRADE 1 TO 2**  
Chief Directorate: Metro Health Services

**SALARY** : Grade 1: R174 261 per annum  
Grade 2: R203 271 per annum

**CENTRE** : Victoria Hospital

**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 Nursing Assistant Experience: **Grade 1:** None  
**Grade 2:** A minimum of 10 years' appropriate/recognisable experience in nursing after registration as Nursing Assistant with the SANC. Inherent requirement of the job: Willingness to work shifts, night duty, including weekends, public holidays as well as overtime. To rotate in all the wards in the hospital when needed. Competencies (knowledge/skills): Knowledge of recordkeeping procedures. Good communication and interpersonal skills. Good organisational skills and the ability to function under pressure and as part of a team. Ability to accept accountability and responsibility and to work independently.

**DUTIES** : (key result areas/outputs): Assist patients with activities of daily living which include patient hygiene, nutritional status, mobility and elimination needs. Provide elementary clinical nursing care. Effective utilization of resources. Maintain professional growth, ethical standards and self-development. Record keeping.

**ENQUIRIES** : Mr. E Nywagi, tel. no. (021) 7991125 / e-mail: [Eric.nywagi@westerncape.gov.za](mailto:Eric.nywagi@westerncape.gov.za)

**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 practical test and Oral 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 change in registration status).

<b><u>CLOSING DATE</u></b>	:	14 April 2026, 17:00 PM
<b><u>POST 11/286</u></b>	:	<b><u>NURSING ASSISTANT GRADE 1 TO 2</u></b>
<b><u>SALARY</u></b>	:	Grade 1: R174 261 per annum Grade 2: R203 271 per annum
<b><u>CENTRE</u></b>	:	Valkenberg Hospital Female High Care (1 Post) Medium Secure Ward (1 Post) Neuro Ward Clinic (1 Post)
<b><u>REQUIREMENTS</u></b>	:	Minimum educational qualification: Appropriate qualification that allows registration with the South African Nursing Council (SANC) as a Nursing Assistant. Registration with a professional council: Registration with the South African Nursing Council (SANC) as a Nursing Assistant. Experience: <b>Grade 1:</b> None. <b>Grade 2:</b> A minimum of 10 years appropriate/recognizable experience in nursing after registration with the SANC as a Nursing Assistant. Inherent requirements of the job: Willingness to work shifts, public holidays, after hours, night duty and weekend cover for nursing. Willingness to work overtime when needed. Willingness to rotate to other wards and between departments in the facility when needed. Competencies (knowledge/skills): Good interpersonal, planning, and organisational skills. Computer literacy (MS Word, Excel & Outlook). Knowledge of the Mental Health Care Act, Child Care Act, Nursing Act and other relevant legislation. Knowledge and experience of Community Mental Health at Specialised Hospital level.
<b><u>DUTIES</u></b>	:	(key result areas/outputs): Assist patients with activities of daily living (physical care). To provide elementary clinical nursing care. Effective utilization of physical and financial resources. Maintain professional growth/ ethical standards and self-development.
<b><u>ENQUIRIES</u></b>	:	Ms. S P Mgandela-Dlova, tel. no. (021) 440-3229.
<b><u>APPLICATIONS</u></b>	:	Applications are submitted online via <a href="http://www.westerncape.gov.za/health-jobs">www.westerncape.gov.za/health-jobs</a> (click "online applications").
<b><u>NOTE</u></b>	:	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).
<b><u>CLOSING DATE</u></b>	:	14 April 2026, 17:00 PM
<b><u>POST 11/287</u></b>	:	<b><u>NURSING ASSISTANT GRADE 1 TO 3 (RELIEF GENERAL WARDS)</u></b> Chief Directorate: Rural Health Services
<b><u>SALARY</u></b>	:	Grade 1: R174 261 per annum Grade 2: R203 271 per annum Grade 3: R239 559 per annum
<b><u>CENTRE</u></b>	:	Worcester Regional Hospital
<b><u>REQUIREMENTS</u></b>	:	Minimum educational qualification: Qualification that allows registration with the SANC as a Nursing Assistant. Registration with a professional council: Registration with the South African Nursing Council as a Nursing Assistant. Experience: <b>Grade 1:</b> None. <b>Grade 2:</b> A minimum of 10 years appropriate/recognisable experience in nursing after registration with the SANC as Nursing Assistant. <b>Grade 3:</b> A minimum of 20 years appropriate/ recognisable experience in nursing after registration with the SANC as Nursing Assistant. Inherent requirements of the job: Ability to work shifts during the day and night, weekends and public holidays and overtime when required by supervisor. Willingness to rotate within different Functional Business Units. Competencies (knowledge/skills): Sound knowledge of SANC Regulation which prescribe nursing practice. The ability to function independently in a multi-disciplinary team and the ability to direct the team to ensure quality nursing care. Good

- interpersonal and communication skills. Ability to deal with conflict situations and make sound decisions under pressure.
- DUTIES** : (key result areas/outputs): Assist patients with activities of daily living (physical care). Provide elementary clinical nursing care. Effective utilization of physical and financial resources. Maintain professional growth / ethical standards and self-development.
- ENQUIRIES APPLICATIONS** : Mr S Bruiners, tel. no. (023) 348-1104  
: Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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). Preference will be given to Grade 1 and/or Grade 2 candidates, should they be found appointable.
- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/288** : **NURSING ASSISTANT GRADE 1 TO 2 (MEDICINE FEMALE WARD)**  
Chief Directorate: Metro Health Services
- SALARY** : Grade 1: R174 261 per annum  
Grade 2: R203 271 per annum
- CENTRE REQUIREMENTS** : Mitchells Plain District Hospital  
: inimum educational qualification: Qualification that allows registration with the South African Nursing Council (SANC) as a Nursing Assistant. Registration with a professional council: Registration with the South African Nursing Council (SANC) as a Nursing Assistant. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years appropriate/recognisable nursing experience after registration with the SANC as Nursing Assistant. Inherent requirements of the job: Willingness to work shifts, day and night duty, weekends and public holidays to meet the operational requirements. Ability to work under pressure and in a multi-disciplinary team context. Competencies (knowledge/skills): Provision of Quality Nursing Care to health care users. Appropriate experience in a Health environment.
- DUTIES** : (key result areas/outputs): Provide basic nursing care. Provide elementary clinical nursing care. Assist patients with activities of daily living which include Patient Hygiene, Nutritional Status, Mobility and elimination needs. Maintaining professional growth, Ethical Standards and Self- development. Record keeping. Support to supervisor and colleagues by team participation. Maintain a degree of professionalism in the execution of duties.
- ENQUIRIES APPLICATIONS** : Mr R Geswindt, tel. no. (021) 377-4410  
: Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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). The pool of applicants will be considered for similar vacant posts within the Chief Directorate: Metro Health Services for a period of 3 months from date of advert provided that the job title, core functions, inherent requirements and salary level are the same as those of the advertised post.
- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/289** : **NURSING ASSISTANT GRADE 1 TO 3 (NURSE TRAINING RELIEF)**  
(Contract Till 31 January 2027)  
Chief Directorate: Rural Health Services
- SALARY** : Grade 1: R174 261 per annum

		Grade 2: R203 271 per annum Grade 3: R239 559 per annum
<b><u>CENTRE REQUIREMENTS</u></b>	:	George Regional Hospital 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: <b>Grade 1:</b> None. <b>Grade 2:</b> A minimum of 10 years' appropriate/recognisable experience in nursing after registration with the SANC as a Nursing Assistant. <b>Grade 3:</b> A minimum of 20 years appropriate/recognisable experience in nursing after registration with the SANC as a Nursing Assistant. Inherent requirement of the job: Will be required to work shifts, night duty, weekends, public holidays as well as overtime. Willingness to rotate within the hospital. Competencies (knowledge/skills): Ability to function/make decisions independently and as part of a multi-disciplinary team. Good communication and interpersonal relationships. Knowledge to relevant nursing legislation, policies and protocols of the Department of Health, Western Cape.
<b><u>DUTIES</u></b>	:	(key result areas/outputs): Assist patients with activities of daily living (physical care). To provide elementary clinical nursing care. Effective utilization of physical and financial resources. Maintain professional growth/ ethical standards and self-development.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Ms CK Korthom, tel. no. (044) 802-4644 Applications are submitted online via <a href="http://www.westerncape.gov.za/health-jobs">www.westerncape.gov.za/health-jobs</a> (click "online applications").
<b><u>NOTE</u></b>	:	No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical. 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).
<b><u>CLOSING DATE</u></b>	:	14 April 2026, 17:00 PM
<b><u>POST 11/290</u></b>	:	<b><u>NURSING ASSISTANT GRADE 1 TO 3 (POST NATAL AND KMC WARD)</u></b> Chief Directorate: Metro Health Services
<b><u>SALARY</u></b>	:	Grade 1: R174 261 per annum Grade 2: R203 271 per annum
<b><u>CENTRE REQUIREMENTS</u></b>	:	Karl Bremer Hospital Minimum educational qualification: Qualification that allows registration with SANC as a Nursing Assistant. Registration with a professional council: Registration with SANC as a Nursing Assistant. Experience: <b>Grade 1:</b> None. <b>Grade 2:</b> A minimum of 10 years appropriate/recognizable experience in nursing after registration with the SANC as a Nursing Assistant. <b>Grade 3:</b> A minimum of 20 years appropriate/recognizable experience in nursing after registration with the SANC as a Nursing Assistant. Inherent requirements of the job: Willing to rotate in other wards when required. Willingness to work shifts (day and night), weekends, public holidays and overtime. Competencies (knowledge/skills): Good Interpersonal and communication skills. Ability to work independently, but also as a part of a team.
<b><u>DUTIES</u></b>	:	(key result areas/outputs): Assist patients with activities of daily living which includes patient hygiene, nutritional status, mobility and elimination needs. Provide elementary clinical nursing care. Effective utilization of physical and financial resources. Maintaining professional growth/ethical standards and self-development and record keeping.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Ms E Linden-Mars, tel. no. (021) 918-1276 Applications are submitted online via <a href="http://www.westerncape.gov.za/health-jobs">www.westerncape.gov.za/health-jobs</a> (click "online applications").
<b><u>NOTE</u></b>	:	No payment of any kind is required when applying for this post.
<b><u>CLOSING DATE</u></b>	:	14 April 2026, 17:00 PM
<b><u>POST 11/291</u></b>	:	<b><u>NURSING ASSISTANT GRADE 1 TO 3 (VARIOUS COMPONENTS) (7 POSTS)</u></b> Chief Directorate: Metro Health Services

**SALARY** : Grade 1: R174 261 per annum  
Grade 2: R203 271 per annum  
Grade 3: R239 559 per annum

**CENTRE REQUIREMENTS** : Mitchells Plain District Hospital  
Minimum educational qualification: Qualification that allows registration with the South African Nursing Council (SANC) as a Nursing Assistant. Registration with a professional council: Registration with the South African Nursing Council (SANC) as a Nursing Assistant. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years appropriate/recognisable nursing experience after registration with the SANC as Nursing Assistant. **Grade 3:** A minimum of 20 years appropriate/recognisable nursing experience after registration with the SANC. Inherent requirement of the job: Willingness to work shifts, day and night duty, weekends and public holidays to meet the operational requirements. Ability to work under pressure and in a multi-disciplinary team context. Competencies (knowledge/skills): Provision of Quality Nursing Care to health care users. Appropriate experience in a Health environment.

**DUTIES** : (key result areas/outputs): Provide basic nursing care. Provide elementary clinical nursing care. Assist patients with activities of daily living which include Patient Hygiene, Nutritional Status, Mobility and elimination needs. Maintaining professional growth, Ethical Standards and Self- development. Record keeping. Support to supervisor and colleagues by team participation. Maintain a degree of professionalism in the execution of duties.

**ENQUIRIES APPLICATIONS** : Mr R Geswindt, tel. no. (021) 377-4410  
Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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). The pool of applicants will be considered for similar vacant posts within the Chief Directorate: Metro Health Services for a period of 3 months from date of advert provided that the job title, core functions, inherent requirements and salary level are the same as those of the advertised post.

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/292** : **NURSING ASSISTANT GRADE 1 TO 3 (GENERAL INPATIENTS)**  
Overberg District

**SALARY** : Grade 1: R174 261 per annum  
Grade 2: R203 271 per annum  
Grade 3: R239 559 per annum

**CENTRE REQUIREMENTS** : Caledon Hospital, Theewaterskloof Sub-district  
Minimum educational qualification: Qualification that allows registration with South African Nursing Council (SANC) as a Nursing Assistant. Registration with a professional council: Registration with the SANC as Enrolled Nursing 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 the SANC as a Nursing Assistant. Inherent requirement of the job: Willingness to work shifts, public holidays, after hours, night duty and weekends when required. Willingness to work overtime when needed. Willingness to rotate to other wards when required. Competencies (knowledge/skills): Knowledge and insight into protocols and policies pertaining to nursing practices in a hospital setting. Knowledge of Infection Prevention Control standards.

**DUTIES** : (key result areas/outputs): Assist patients with activities of daily living. Provide elementary clinical nursing care. Effective utilization of physical and financial resources. Maintain professional growth/ ethical standards and self-development.

**ENQUIRIES APPLICATIONS** : Mr S Roman, tel. no. (028) 212-3702  
Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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** : 14 April 2026, 17:00 PM
- POST 11/293** : **NURSING ASSISTANT GRADE 1 TO 2 (PAEDIATRIC AND ONCOLOGY, ICU) (2 POSTS)**
- SALARY** : Grade 1: R174 261 per annum  
Grade 2: R203 271 per annum
- CENTRE REQUIREMENTS** : Tygerberg Hospital, Parow Valley  
Minimum educational qualification: Appropriate qualification that allows registration with the South African Nursing Council (SANC) as a Nursing Assistant. Registration with a professional council: Registration with the SANC as Nursing Assistant. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years appropriate/recognisable nursing experience after registration with the SANC as Nursing Assistant. Inherent requirement of the job: Willingness to work shifts, public holidays, after-hours, night duty and weekend cover. Willingness to rotate to other departments. Competencies (knowledge/skills): Ability to work independently and under pressure. Good communication skills. key result areas/outputs): Provide quality basic nursing care according to procedures and policy. Assist patients with activities of daily living which includes patient hygiene, nutritional status, mobility and elimination needs. Escort patient to and from x-rays, sonar, etc. Assist professional nurses with clinical procedures and preparation of patients for diagnostic and surgical procedures. Accurate recordkeeping and effective utilization of resources.
- DUTIES** : (key result areas/outputs): Provide quality basic nursing care according to procedures and policy. Assist patients with activities of daily living which includes patient hygiene, nutritional status, mobility and elimination needs. Escort patient to and from x-rays, sonar, etc. Assist professional nurses with clinical procedures and preparation of patients for diagnostic and surgical procedures. Accurate recordkeeping and effective utilization of resources.
- ENQUIRIES APPLICATIONS** : Ms V Dubase, Tel no: (021) 938-4000  
Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 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 a specific category with the South African Nursing Council (including individuals who must apply for change in registration status).
- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/294** : **NURSING ASSISTANT GRADE 1 TO 2 (WARD 12)**  
Chief Directorate: Metro Health Services
- SALARY** : Grade 1: R174 261 per annum  
Grade 2: R203 271 per annum
- CENTRE REQUIREMENTS** : Lentegour Hospital  
Minimum educational qualification: Appropriate qualification that allows registration with the South African Nursing Council (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' appropriate/recognizable nursing experience after registration with the SANC as Nursing Assistant. Inherent requirements of the job: Willingness to work shifts, day and night duty, weekends, and public holidays to meet the operational requirements. Must be prepared to assist in all departments according to operational requirements. Competencies (knowledge/skills): Effective communication skills and interpersonal skills. Knowledge of nursing processes & procedures as outlined in Nursing, Health related & Public service legislation, regulations & policies. Function within the team and facilitate on the level of the post.
- DUTIES** : (key result areas/outputs): Assist patients with activities of daily living which includes patient hygiene, provide nutrition, assist with mobility, and elimination

processes. Provide elementary clinical nursing care. Maintain documentation and communication. Effective utilization of resources. Maintain professional growth/ethical standards and self-development. Actively participating in in-service training interventions.

**ENQUIRIES APPLICATIONS** : Sr J King, tel. no. (021) 370 -1230  
Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").

**NOTE CLOSING DATE** : No payment of any kind is required when applying for this post.  
14 April 2026, 17:00 PM

**POST 11/295** : **NURSING ASSISTANT: GRADE 1 TO 3**  
Chief Directorate: Metro Health Services

**SALARY** : Grade 1: R174 261 per annum  
Grade 2: R203 271 per annum  
Grade 3: R239 559 per annum

**CENTRE REQUIREMENTS** : Karl Bremer Hospital  
Minimum educational qualification: Qualification that allows registration with SANC as a Nursing Assistant. Registration with a professional council: Registration with SANC as a Nursing 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 requirements of the job: Willing to rotate in other wards when required. Willingness to work shifts (day and night), weekends, public holidays and overtime. Competencies (knowledge/skills): Good Interpersonal and communication skills. Ability to work independently, but also as a part of a team.

**DUTIES** : (key result areas/outputs): Assist patients with activities of daily living which includes patient hygiene, nutritional status, mobility and elimination needs. Provide elementary clinical nursing care. Effective utilization of physical and financial resources. Maintaining professional growth/ethical standards and self-development and record keeping.

**ENQUIRIES APPLICATIONS** : Ms E Linden-Mars, tel. no. (021) 918-1276  
Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").

**NOTE CLOSING DATE** : No payment of any kind is required when applying for this post.  
14 April 2026, 17:00 PM

**POST 11/296** : **NURSING ASSISTANT GRADE 1 TO 2 (4 POSTS)**  
Chief Directorate: Metro Health Services

**SALARY** : Grade 1: R174 261 per annum  
Grade 2: R203 271 per annum

**CENTRE REQUIREMENTS** : Mowbray Maternity Hospital  
Minimum educational qualification: Appropriate 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' appropriate/recognisable nursing experience 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 weekends when required. Willingness to work overtime if needed. Willingness to rotate to other wards when required. Competencies (knowledge/skills): Knowledge and insight into protocols and policies pertaining to nursing practices in a hospital setting. Knowledge of Infection Prevention Control standards.

**DUTIES** : (key result areas/outputs): Assist patients with activities of daily living. To observe patients' behaviour and actions in wards and in seclusion and provide elementary clinical nursing care. Maintain documentation and communication. Effective utilization of resources Maintain professional growth/ethical standards and self-development. Actively participating in in-service training interventions.

**ENQUIRIES APPLICATIONS** : Ms J Fynn-Theys, tel. no. (021) 659-5594  
Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 a specific category with the relevant council (including individuals who must apply for change in registration status)". The pool of applicants will be considered for other similar vacant posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert.

- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/297** : **SECURITY OFFICER**  
Chief Directorate: Metro Health Services
- SALARY** : R163 680 per annum  
**CENTRE** : Karl Bremer Hospital  
**REQUIREMENTS** : Minimum educational qualification: General Education and Training Certificate (GETC)/Grade 9 (Std 7). Experience: Appropriate experience as a Security Officer in a health facility. Registration with a professional council: Registration with the Security Board in terms of the Security Industry Regulatory Authority Act (Act 56 of 2001) PSIRA as a Grade C. Inherent requirement of the job: A Valid (Code B/EB) driver's licence. Willingness to work night shifts, public holidays, weekends, and overtime. Must be computer literate. Candidates must be registered as a Security Officer Grade B or higher with the Security Board in terms of the Security Industry Regulatory Authority Act (PSIRA). Competencies (knowledge/skills): Good communication, listening, report-writing, conflict and group handling skills. Knowledge of security related prescripts, regulations and procedures.
- DUTIES** : ey result areas/outputs): Ensure quality prevention measures to make the workplace a safe and secure environment. Access and egress control of all areas on the establishment. Ensure effective keys and parking control at the hospital. Conduct incident investigations and reporting. Provide support to supervisor by ensuring compliance monitoring of outsourced security officers.
- ENQUIRIES** : Mr A J Basson, tel. no. (021) 918-1976  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post.  
**CLOSING DATE** : 14 April 2026, 17:00PM
- POST 11/298** : **SECURITY OFFICER**
- SALARY** : R163 680 per annum  
**CENTRE** : Tygerberg Hospital, Parow Valley  
**REQUIREMENTS** : Minimum educational qualification: General Education and Training Certificate (GETC)/Grade 9 (Std 7). Registration with a professional council: Registration with the Security Board in terms of the Security Industry Regulatory Authority Act (Act 56 of 2001) PSIRA as a Grade C. Experience: Appropriate experience. Inherent requirement of the job: Willingness to work shifts and to be available on a 24 hour basis. The successful incumbent must be willing to work under pressure and irregular hours as required. Competencies (knowledge/skills): Good communication skills. Computer literacy (Ms Office). Knowledge of prescripts, regulations and procedures. Good interpersonal skills. Be responsible and diligent.
- DUTIES** : (key result areas/outputs): Protect/guard buildings/key-points/patients/visitors/personnel as well as the patrolling of fence –off areas/buildings and the premises. Ensure access/egress control to prevent the unlawful entry/removal of persons/vehicles/dangerous objects and illegal substances and the monitoring of surveillance cameras/fire alarm systems. Control/monitor surveillance cameras to identify/prevent any unlawful entry of persons/suspicious objects/persons as well as vehicle thefts and forcible entry of departments/entrances of the hospital. Effective application of service delivery/efficient support to the supervisor. Effective and efficient use of equipment to render an efficient security service. Perform regular inspections and ensure overall compliance with regards contract management.
- ENQUIRIES** : Mr VP September, tel. no. (021) 938-6077  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").

**NOTE** : No payment of any kind is required when applying for this post. Shortlisted candidates may also be required to undergo a competency assessment/practical test.

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/299** : **STERILISATION OPERATOR PRODUCTION (CSSD)**  
Garden Route District

**SALARY** : R163 680 per annum

**CENTRE** : Mossel Bay Hospital

**REQUIREMENTS** : Minimum educational qualification: General Education and Training Certificate (GETC)/Grade 9 (Std 7). Experience: Appropriate experience in the Central Processing Department (CPD) Sterilization and Decontamination services in a hospital environment Inherent requirement of the job: Willingness to work shifts, day duty, weekends, and public holidays to meet the operational requirements. Competencies (knowledge/skills): Effective communication skills. Ability to work in a co-operative way within a team context. Good interpersonal relations skills. Basic understanding of disinfection, decontamination and sterilization.

**DUTIES** : (key result areas/outputs): Effective application of the sterilization process and techniques, promote/adhere to infection control practices, as well as health and safety regulations. Decontaminate, pack, and sterilize instruments and linen supplies. Assist with maintaining, cleaning, and testing sterilization equipment, washing machines, autoclaves to ensure all equipment is in an optimum working condition. Using all resources/consumables cost-effectively. Monitor, control and maintain adequate stock levels, report and assist with investigations of broken equipment / lost items. Lifting and pushing heavy equipment.

**ENQUIRIES** : Ms JA Mahlangu, tel. no. (044) 604 - 6104

**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 written/practical and oral assessment. The pool of applicants will be considered for vacancies within the Garden Route District, for a period of 3 months from date of advert, provided that the job title, core functions, inherent requirements, and salary level are the same as those of the advertised post.

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/300** : **STERILISATION OPERATOR PRODUCTION (CSSD)**  
Chief Directorate: Metro Health Services

**SALARY** : R163 680 per annum

**CENTRE** : Victoria Hospital

**REQUIREMENTS** : Minimum educational qualification: General Educational and Training Certificate (GETC)/Grade 9 (Std7). Experience: Appropriate sterilizing & disinfection (CSSD) experience in a hospital environment. Inherent requirements of the job: Willingness to work shifts including weekends, public holidays, night duty, overtime as needed. Willingness to rotate and perform relief duties, according to operational needs. Competencies (knowledge/skills): Knowledge and skills regarding disinfection, decontamination, and sterilisation. Knowledge of CSSD procedures and the use of equipment (Gas/ autoclave etc). Ability to work in a team cooperatively – good interpersonal skills. Good communicate (verbal and written).

**DUTIES** : (key result areas/outputs): Effective application of the sterilization process and techniques, promote/adhere to infection control practices, as well as health and safety regulations. Decontaminate, pack, and sterilize instruments and linen supplies. Assist with maintaining, cleaning, and testing of sterilization equipment, washing machines, Autoclaves to ensure all equipment in an optimum working condition. Using all resources/consumables cost-effectively. Monitor, control and maintain adequate stock levels, report and assist with investigations of broken equipment / lost items. Lifting and pushing heavy equipment.

**ENQUIRIES** : Mr E Nywagi, tel. no. (021) 799-1125

**APPLICATIONS** : Applicants apply online: [www.westerncape.gov.za/health-jobs](http://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 written / practical and oral assessment.
- CLOSING DATE** : 14 April 2026, 17:00PM
- POST 11/301** : **TRADESMAN AID**  
Cape Winelands Health District
- SALARY** : R163 680 per annum  
**CENTRE** : Cape Winelands TB Centre, Breede Valley Sub-district  
**REQUIREMENTS** : Minimum requirement: Basic literacy and numeracy skills. Experience: Appropriate experience in tasks performed in an engineering environment. Inherent requirement of the job: Ability to work standby duties, overtime, weekends and public holidays when operationally required. The incumbent must be able to handle heavy objects, heights, narrow spaces and be on their feet the entire day. Valid driver's licence (Code B/EB). Competencies (knowledge/skills): Able to work independently and as part of a team Good interpersonal, communication and organisational skills.
- DUTIES** : (key result areas/outputs): Perform various basic maintenance duties in the workshop, on the grounds and clear areas where work has been carried out. Assist with repairs and emergency breakdowns (including after- hour repairs). Control, manage and safekeeping of tools, stock and equipment in the workshop and carrying, loading and off-loading of tools as well as material. Identify maintenance and repair needs and ensure that tools and material are available when needed and cleaned after use. Provide a support service to the technical staff. Collection, movement and delivery of equipment and furniture. Clean workshop and drains. Provide Support Service to technical Staff. Provide a clean hygiene and safe working environment. Perform relief driver duties when necessary.
- ENQUIRIES** : Dr D Theron, tel. no. (023) 348-1304  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post.  
**CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/302** : **OPERATOR (REPROGRAPHICS)**
- SALARY** : R163 680 per annum  
**CENTRE** : Groote Schuur Hospital, Observatory  
**REQUIREMENTS** : Minimum educational qualification: General Education and Training certificate (GETC) /Grade 9 (Std 7). Experience: Appropriate experience in Printing and operation of printing equipment. Appropriate office administration experience Appropriate experience in client care. Competencies (knowledge/skills): Good planning, organisational, interpersonal and communication skills. Ability to meet deadlines. Ability to compile stats write reports. Computer literacy in (MS Word, Excel and Outlook).
- DUTIES** : (key result areas/outputs): Deliver an effective and efficient Printing service for the entire Hospital. Effectively finish off all printing requests. Effective office organisation and liaise with external and internal clients. Ensure timeous submission of statistical data, as well as collate and compile a monthly report. Provide assistance to Supervisor and HOD. Must relieve the Photocopy Centre and deliver urgent printing requests to remote Departments. Must assist Medico-Legal with urgent PAIA copies and undergo development courses.
- ENQUIRIES** : Mr K Stevens, tel. no. (021) 404-3238  
**APPLICATIONS** : Applicants apply online: [www.westerncape.gov.za/health-jobs](http://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 expected to undergo a practical assessment.  
**CLOSING DATE** : 14 April 2026, 17:00PM
- POST 11/303** : **DRIVER (LIGHT DUTY VEHICLE)**  
Chief Directorate: Metro Health Services
- SALARY** : R138 486 per annum  
**CENTRE** : Klipfontein / Mitchells Plain Sub-structure Office  
**REQUIREMENTS** : Minimum requirement: Basic reading and writing skills. Experience: Appropriate experience. Inherent requirement of the job: Valid Code B/EB driver's license. Valid PDP. Sober habits. Responsible for vehicles and

		<p>maintenance. Prepared to work irregular hours. Competencies (knowledge/skills): Good written and verbal communications skills. Knowledge of transport regulations.</p>
<b><u>DUTIES</u></b>	:	<p>(key result areas/outputs): Schedule transport and plan transport routes. Loading and transporting of goods and staff compliment. Inspection of vehicles. Timely reporting of minor and major defects. Responsible for the prescribed records and logs regarding the vehicles and goods handled. Assist the Transport Officer to maintain the transport fleet in a clean and roadworthy condition. Prepare reports for the supervisor if and when needed. Compliance with the Occupational Health and Safety Act.</p>
<b><u>ENQUIRIES</u></b>	:	Ms N Lewela, tel. no. (021) 370-5074
<b><u>APPLICATIONS</u></b>	:	Applications are submitted online via <a href="http://www.westerncape.gov.za/health-jobs">www.westerncape.gov.za/health-jobs</a> (click "online applications").
<b><u>NOTE</u></b>	:	No payment of any kind is required when applying for this post. The pool of applications will be considered for vacancies within the Chief Directorate: Metro Health Services, for a period of three months from the date of the advert, provided that the job title, core functions, inherent requirements, and salary level are the same as those of the advertised post. Candidates will be subjected to a written/practical, and oral assessment.
<b><u>CLOSING DATE</u></b>	:	14 April 2026, 17:00 PM
<b><u>POST 11/304</u></b>	:	<b><u>HOUSEHOLD AID (2 POSTS)</u></b>
<b><u>SALARY</u></b>	:	R138 486 per annum
<b><u>CENTRE</u></b>	:	Groote Schuur Hospital, Observatory
<b><u>REQUIREMENTS</u></b>	:	Minimum requirement: Basic literacy and numeracy skills. Experience: Appropriate experience in waste management, elementary stock control and cleaning within a hospital environment. Inherent requirement of the job: Render a shift duty and rotate in different departments. Competencies (knowledge/skills): Extensive knowledge of routine cleaning processes, terminal cleaning, and handling cleaning equipment. The ability to do physical tasks and operate heavy duty cleaning and household equipment.
<b><u>DUTIES</u></b>	:	<p>(key result areas/outputs): Responsible for cleaning duties i.e. sweeping, dusting, mopping, scrubbing and polishing, deep cleaning of toilets, waste management and maintenance of general neatness and hygiene in the area. Effectively execute terminal cleaning in isolated areas, ICU, etc. Render assistance to the supervisor with general housekeeping duties such as control of cleaning and household equipment, care, and control of linen and Waste Management. Ensure that cleaning equipment is clean after usage and securely stored. Effectively use of cleaning agents as well as elementary stock control.</p>
<b><u>ENQUIRIES</u></b>	:	Ms M Afrika, tel. no. (021) 404-6262
<b><u>APPLICATIONS</u></b>	:	Applications are submitted online via <a href="http://www.westerncape.gov.za/health-jobs">www.westerncape.gov.za/health-jobs</a> (click "online applications").
<b><u>NOTE</u></b>	:	No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a competency test.
<b><u>CLOSING DATE</u></b>	:	14 April 2026, 17:00 PM
<b><u>POST 11/305</u></b>	:	<b><u>HOUSEHOLD AID</u></b> Garden Route District
<b><u>SALARY</u></b>	:	R138 486 per annum
<b><u>CENTRE</u></b>	:	Alan Blyth Hospital
<b><u>REQUIREMENTS</u></b>	:	Minimum requirement: Basic numeracy and literacy. Experience: Appropriate household/cleaning experience in a health facility. Inherent requirement of the job: Willingness to work weekends, overtime, public holidays and shift duty. Willingness to relief in other departments according to operational requirements. Competencies (knowledge/skills): Appropriate knowledge of the correct methods of handling and disposal of refuse/waste products and adherence to policy and cleaning practices. Good communication and interpersonal skills. Appropriate knowledge of stock, assets, linen and equipment control. The ability to do work under pressure, perform physical tasks and operate heavy duty cleaning and household equipment.
<b><u>DUTIES</u></b>	:	<p>(key result areas/outputs): Deliver an effective cleaning service such as dusting, washing, scrubbing, polishing, washing and refuse removal. Adhere to safety measures and ensure adherence to Occupational Health and Safety policies and Infection Prevention Control measures. Render assistance to the</p>

supervisor with general housekeeping duties such as control of cleaning and household equipment, care and control of linen and serving of meals and drinks to patients. Support to housekeeping supervisor and adhere to policies and cleaning practices.

**ENQUIRIES** : Mr E Adcock, tel. no. (028) 551 - 1010  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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/written assessment. The pool of applications will be considered for vacancies within Garden Route District, for a period of three months from the date of the advert, provided that the job title, core functions, inherent requirements, and salary level are the same as those of the advertised post.

**CLOSING DATE** : 14 April 2026 17:00 PM

**POST 11/306** : **HOUSEHOLD AID**  
Chief Directorate: Rural Health Services

**SALARY** : R138 486 per annum  
**CENTRE** : Paarl Hospital  
**REQUIREMENTS** : Minimum requirement: Basic literacy and numeracy. Experience: Appropriate cleaning experience in a health facility. Inherent requirement of the job: Required to work in health environment where infectious diseases are treated. Willingness to work shifts including night duty, overtime, weekends, public holidays as well as relief in other departments within the hospital. Competencies (knowledge/skills): Basic knowledge of cleaning procedures and the use of cleaning equipment (electronic and otherwise). Knowledge of hygiene and occupational health and safety. Able to work under pressure.

**DUTIES** : (key result areas/outputs): Responsible for general cleaning by safe and effective use of consumables/ resources which complies with hygienic, occupational health and safety and infection control risk prevention standards. Renders support services to Household Supervisor/ Manager to contribute to domestic outcomes. Contributes to effective utilisation and functioning of equipment. Apply correct methods of handling and disposal of refuse/ waste products which complies with legal, hygienic, Occupational Health and Safety and Infection Control standards. Assist with routine stock control and safekeeping of non-surgical equipment and cleaning consumables Serving of meals and beverages.

**ENQUIRIES** : Ms V Arendse, email: [Valencia.Arendse@westerncape.gov.za](mailto:Valencia.Arendse@westerncape.gov.za)  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").

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

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/307** : **GROUNDSMAN (GROUNDS)**  
Chief Directorate: Metro Health Services

**SALARY** : R138 486 per annum  
**CENTRE** : Stikland Hospital  
**REQUIREMENTS** : Minimum requirement: Basic numeracy and literacy skills. Experience: Appropriate groundsman experience in managing large grounds. Inherent requirement of the job: Valid (Code B/EB) driver's licence. Physically fit and must be able to perform manual labour. Willingness to work overtime, when required. Competencies (knowledge/skills): Good interpersonal and communication skills. Knowledge of Occupational Health and Safety. Capacity to work amongst people with disabilities or special mental healthcare needs. Ability to use and handle gardening equipment.

**DUTIES** : (key result areas/outputs): Effective maintenance of hospital grounds. To render general and groundsman services. Perform all activities related to gardening and grounds, pruning of trees, cleaning of gutters etc. Effective removal of domestic and medical waste. Effective support to Supervisor.

**ENQUIRIES** : Mr A Julie, tel. no (021) 940-4545  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").

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

**CLOSING DATE** : 14 April 2026, 17:00 PM

- POST 11/308** : **CLEANER (2 POSTS)**  
Chief Directorate: Metro Health Services
- SALARY** : R138 486 per annum  
**CENTRE** : Elsie's River CHC and Delft CHC  
**REQUIREMENTS** : Minimum requirement: Basic reading and writing skills. Experience: Appropriate cleaning experience in a Health Facility. Inherent requirements of the job: Willingness to work 12-hour shifts and after hours (night duty, weekends and public holidays). Willingness to work overtime on short notice when required. Ability to perform physical tasks e.g. utilization of cleaning equipment etc. Willingness to work in the geographical PHC facilities within the Northern Tygerberg substructure, when operationally required. Competencies (knowledge/skills): Good interpersonal skills. Appropriate knowledge with the use of cleaning equipment and cleaning materials.
- DUTIES** : (key result areas/outputs): Provide a clean and hygienic environment to prevent the spread of infection. General cleaning and maintenance (dusting, sweeping, vacuuming, polishing, scrubbing and mopping) Effective utilization of cleaning materials and equipment Ensure that cleaning equipment is clean after usage and securely stored. Effectively use cleaning agents and stock as well as elementary stock control. Responsible for general hygiene and safe environment in terms of standard and procedures. Optimal support to supervisor and colleagues.
- ENQUIRIES** : Ms B Stuurman, tel. no. (021) 954-2237 / Ms J Isaacs, tel. no. (021) 931-0211  
**APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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/oral assessment.
- CLOSING DATE** : 14 April 2026, 17:00PM
- POST 11/309** : **FOOD SERVICE AID**  
West Coast District
- SALARY** : R138 486 per annum  
**CENTRE** : Swartland Hospital  
**REQUIREMENTS** : Minimum requirement: Basic numeracy and literacy skills. Experience: Appropriate experience in line with the Appropriate experience in food services in a hospital environment. Inherent requirements of the job: Willingness to work shifts, public holidays, weekends and overtime. Competencies (knowledge/skills): Knowledge of production for normal and therapeutic diets in a foodservice unit. Knowledge of HACCP and safety principles. Ability to do work of a physical nature which includes lifting heavy objects and be on their feet the entire day.
- DUTIES** : (key result areas/outputs): Pre-preparation, cooking, plating, distributing and serving of meals and beverages for the patients in accordance with the PGWC Food Service Policy. Follow standardized PGWC Recipes and Menus. Assist in receipt and storage of all provisions in the foodservice unit. Clean and maintain the kitchen area and maintain equipment and adhere to health and safety regulations. Communicate with role-players and food service staff and give feedback regarding problems and recommendations to the Foodservice supervisor/manager. Render support to supervisor. Dress according to Departmental specifications and adhere to Hospital PGWC policy.
- ENQUIRIES** : Ms A van Breda, tel. no. (022) 487-9223  
**APPLICATIONS** : Applicants apply online: [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications")
- NOTE** : No payment of any kind is required when applying for this post. Candidates could be required /subjected to a practical exercise.
- CLOSING DATE** : 14 April 2026, 17:00PM
- POST 11/310** : **PORTER**  
Chief Directorate: Metro Health Services
- SALARY** : R138 486 per annum  
**CENTRE** : Nolungile CDC, Khayelitsha/ Eastern Sub-structure  
**REQUIREMENTS** : Minimum requirement: Basic literacy and numeracy skills. Experience: Appropriate experience. Inherent requirement of the job: Willingness to work shifts, including nightshift. Willingness to handle dead bodies/corpses. Must be of sober habits to ensure safety and reliability on the job. Competencies

- (knowledge/skills): Ability to work under pressure and work in a team. Good interpersonal and communication skills. Ability to handle heavy objects. Ability to handle conflict.
- DUTIES** : (key result areas/outputs): Accompany walking patients and transport sitting/non-walking patients per wheelchair/trolley from reception to the consulting rooms or from the consulting rooms to the treatment centres. Direct or accompany visitors to various destinations. Assist with the loading of patients in/out of ambulances/vehicle and transfer of patients to beds/trolley and vice versa. Transferring deceased patients to the mortuary and complete registers. Delivery of medical documentation (patient files, reports, etc.) to the reception area, including pharmacy. Delivery of medical equipment, supplies and other items like blood samples and medical records. Responsible for the cleanliness, maintenance and reporting of defects of trolleys and wheelchairs. Effective support to colleagues and supervisor.
- ENQUIRIES** : Ms T Cele, tel no. (021) 829-0005
- APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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 required to undertake a pre-entry assessment test/practical assessment and formal interview.
- CLOSING DATE** : 14 April 2026, 17:00 PM
- POST 11/311** : **PORTER (2 POSTS)**  
Chief Directorate: Metro Health Services
- SALARY** : R138 486 per annum
- CENTRE** : Karl Bremer Hospital
- REQUIREMENTS** : Minimum requirement: Basic literacy and numeracy skills. Experience: Appropriate porter experience within a hospital environment. Inherent requirements of the job: Willingness to work shifts, including nightshift. Willing to handle bodies (corpses). Ability to handle heavy objects. Competencies (knowledge/skills): Ability to work in a team. Good interpersonal and communication skills.
- DUTIES** : (Key result areas/outputs): Accompany walking patients and transport sitting/non-walking patients per wheelchair/trolley from reception to the consulting rooms or from the consulting rooms to the treatment centres. Direct or accompany visitors to various destinations. Collect and deliver blood, specimen, samples and deliver to and from wards and blood bank. Assist with the loading of patients in/out of ambulances/vehicle and transfer of patients to beds/trolley and vice versa and carry medical and other documentation (patient files, reports, etc.) to the reception area. Assist with shifting of medical equipment to and from rooms. Responsible for the cleanliness and reporting of defects of trolleys and wheelchairs.
- ENQUIRIES** : Mr C Rhodes, tel. no. (021) 918-1406
- APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post.
- CLOSING DATE** : 14 April 2026, 17:00PM
- POST 11/312** : **PEST CONTROL ASSISTANT**
- SALARY** : R138 486 per annum
- CENTRE** : Groote Schuur Hospital, Observatory
- REQUIREMENTS** : Minimum requirement: Basic literacy and numeracy skills. Experience: Appropriate experience in Pest Control. Inherent requirement of the job: Willingness to work shift (e.g. starting time 15h00 until 23h30). Competencies (knowledge/skills): Communication Skills The ability to do physical work and handle machines/apparatus.
- DUTIES** : (key result areas/outputs): To render a support service to all departments, wards, clinics and theatres with regard to pest control to ultimately ensure a pest free environment Effective Pest Control service within allotted time frames with/out direct supervision Effective safeguarding of chemical materials To ensure effective maintenance of equipment and PPE To provide effective support to the Pest control Supervisor with regards to Pest control and minor administrative tasks
- ENQUIRIES** : Mr E Cassiem, tel. no. (021) 404-3237

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

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

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/313** : **GENERAL WORKER STORES**  
Chief Directorate: Metro Health Services

**SALARY** : R138 486 per annum

**CENTRE** : Western Cape Rehabilitation Centre

**REQUIREMENTS** : Minimum requirement: Basic literacy and numeracy. Experience: Appropriate experience in a store/warehouse environment. Appropriate experience in packaging and delivery of stock and stocktaking. Inherent requirement of the job: Incumbent must be healthy and strong enough to lift heavy objects and be on their feet the entire day. Competencies (knowledge/skills): Good interpersonal and communication skills. Ability to work independently and in a team.

**DUTIES** : (key result areas/outputs): Deliver stock to wards and departments in the facility. Ensure issue vouchers are returned to relevant clerk to capture, file and issue on the Logis system. Assist clerk with receiving, packing, unpacking, storage and issuing of stock according to standards. Safe keeping of equipment and stock (consumables and inventory) in the stores as well as receive goods delivered by the suppliers and check the condition. Assist to ensure effective Stock Control procedures are maintained and enforced. Assist clerk with stock take and general duties e.g. keep the store neat, tidy and clean in order to comply with safety regulations. Perform other duties as assigned by the supervisor.

**ENQUIRIES** : Ms H Baker, tel. no. (021) 370-2309

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

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

**CLOSING DATE** : 14 April 2026, 17:00 PM

**POST 11/314** : **MEDICAL SPECIALIST: GRADE 1 TO 3 (INTERNAL MEDICINE) (5 SESSIONS)**  
(Contract Until 30 April 2029)  
Chief Directorate: Metro Health Services

**SALARY** : Grade 1: R646 per hour  
Grade 2: R737 per hour  
Grade 3: R853 per hour

**CENTRE** : New Somerset Hospital

**REQUIREMENTS** : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professional Council of South Africa (HPCSA) as a Medical Specialist in Internal Medicine. Registration with a professional council: Registration with the HPCSA as Medical Specialist in Internal Medicine. Experience: **Grade 1:** None after registration with the HPCSA as a Medical Specialist in Internal Medicine. **Grade 2:** A minimum of 5 years appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Internal Medicine. **Grade 3:** A minimum of 10 years appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Internal Medicine. Inherent requirements of the job: Valid Driver's licence. Competencies (knowledge/skills): Appropriate and relevant experience in Internal Medicine as a Medical Specialist. Strong ethical principles and relevant clinical and counselling skills. Computer literacy. Leadership-, interpersonal- and organisational skills. Ability to work as a specialist physician at a large Regional Hospital attached to a teaching institution. Ability to work and make clinical decisions independently. Ability to manage a broad spectrum of medical cases competently. Proven leadership abilities and experience in supervision of staff and resources and proven experience in principles of planning, organizing and implementation. Ability to provide leadership and management within the Department of Medicine. Excellent individual coping and interpersonal skills and ability to perform well within a multidisciplinary team context. Enthusiasm to attend and present training and educational courses to

- broaden clinical and managerial skills and knowledge. Ability to communicate effectively. Knowledge and understanding of relevant legislation, hospital procedures and policies.
- DUTIES** : (key result areas/outputs): Provide specialist clinical services and comprehensive medical care to in-patients and out-patients. Financial management by effective and efficient use of resources. Adhere to requirements for all people management matters. Create a learning environment for junior staff and students, both under and postgraduate. Provide outreach and support services at district level. Coordination of relevant clinical governance and administrative requirements. Complete and submit required medical reports and documentation for legal and administrative purposes. Complete the required CPD activities to maintain registration with the HPCSA.
- ENQUIRIES** : Dr Y Vallie, tel. no. (021) 402-6317
- APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://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** : 13 April 2026, 17:00PM
- POST 11/315** : **MEDICAL SPECIALIST GRADE 1 TO 3 (SESSIONAL) (MEDICINE: NEUROLOGY) (12 HOURS PER WEEK)**  
(3 Month Contract)
- SALARY** : Grade 1: R646 per hour  
Grade 2: R737 per hour  
Grade 3: R853 per hour
- CENTRE** : Groote Schuur Hospital, Observatory
- REQUIREMENTS** : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Neurology. Registration with a professional council: Registration with the HPCSA as Medical Specialist in Neurology. Experience: **Grade 1:** None after registration with the HPCSA as Medical Specialist in Neurology. **Grade 2:** A minimum of 5 years' appropriate experience as Medical Specialist in Neurology after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Neurology. **Grade 3:** A minimum of 10 years' appropriate experience as Medical Specialist in Neurology after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employees) as Medical Specialist in Neurology. Competencies (knowledge/skills): Excellent interpersonal, communication, teaching and mentoring skills. Excellent knowledge and skills in clinical neurophysiology (NCS, EMG, EEG, long-term video EEG). Excellent knowledge and skills in clinical neurology. Practice of clinical neurophysiology (i.e., nerve conduction studies (NCS), electromyography (EMG) electroencephalography (EEG), long-term video-EEG monitoring, nerve conduction studies (NCS), and electromyography (EMG), etc.
- DUTIES** : (Key result areas/outputs): Patient clinical assessment and management, supervision of neurology registrars and neurotechnologist in neurophysiology clinics, as well as oversight of these clinics. Participation in epilepsy surgery evaluation clinics. Clinical assessment and management of patients, and supervision of neurology registrars and neurotechnologists at neurophysiology clinics, as well as oversight and management of these clinics. Interpretation and reporting NCS and EMG, and teaching neurology registrars these skills. Reading and reporting electroencephalograms and teaching neurology registrars these skills. Teaching and supervision of registrars in neurophysiology.
- ENQUIRIES** : Dr K Bateman, tel. no. (021) 404-3268 or email: [kathleen.bateman@uct.ac.za](mailto:kathleen.bateman@uct.ac.za)
- APPLICATIONS** : Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").

- NOTE** : No payment of any kind is required when applying for this post. Please ensure that you attach an updated CV. 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 a specific category with the relevant council (including) individuals who must apply for change in registration status.
- CLOSING DATE** : 14 April 2026, 17:00PM
- POST 11/316** : **MEDICAL SPECIALIST: GRADE 1 TO 3 (INTERNAL MEDICINE) (4 SESSIONS)**  
Chief Directorate: Metro Health Services
- SALARY** : Grade 1: R646 per hour  
Grade 2: R737 per hour  
Grade 3: R853 per hour
- CENTRE REQUIREMENTS** : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professional Council of South Africa (HPCSA) as a Medical Specialist in Internal Medicine. Registration with a professional council: Registration with the HPCSA as Medical Specialist in Internal Medicine. Experience: **Grade 1:** None after registration with the HPCSA as a Medical Specialist in Internal Medicine. **Grade 2:** A minimum of 5 years appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Internal Medicine. **Grade 3:** A minimum of 10 years appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Internal Medicine. Inherent requirements of the job: A Valid Driver's licence. Competencies (knowledge/skills): Appropriate and relevant experience in Internal Medicine as a Medical Specialist. Strong ethical principles and relevant clinical and counselling skills. Computer literacy. Leadership-, interpersonal- and organisational skills. Ability to work as a specialist physician at a large Regional Hospital attached to a teaching institution. Ability to work and make clinical decisions independently. Ability to manage a broad spectrum of medical cases competently. Proven leadership abilities and experience in supervision of staff and resources and proven experience in principles of planning, organizing and implementation. Ability to provide leadership and management within the Department of Medicine. Excellent individual coping and interpersonal skills and ability to perform well within a multidisciplinary team context. Enthusiasm to attend and present training and educational courses to broaden clinical and managerial skills and knowledge. Ability to communicate effectively. Knowledge and understanding of relevant legislation, hospital procedures and policies.
- DUTIES** : (key result areas/outputs): Provide specialist clinical services and comprehensive medical care to in-patients and out-patients. Financial management by effective and efficient use of resources. Adhere to requirements for all people management matters. Create a learning environment for junior staff and students, both under and postgraduate. Provide outreach and support services at district level. Coordination of relevant clinical governance and administrative requirements. Complete and submit required medical reports and documentation for legal and administrative purposes. Complete the required CPD activities to maintain registration with the HPCSA.
- ENQUIRIES APPLICATIONS** : Dr Y Vallie, tel. no. (021) 402-6317  
Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs) (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post. Candidates, who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted with their job application/on appointment. 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).
<b><u>CLOSING DATE</u></b>	:	14 April 2026, 17:00PM
<b><u>POST 11/317</u></b>	:	<b><u>MEDICAL SPECIALIST: GRADE 1 TO 3 (GENERAL SURGERY) (20 SESSIONS)</u></b> (12-Month Contract) Chief Directorate: Metro Health Services
<b><u>SALARY</u></b>	:	Grade 1: R646 per hour Grade 2: R737 per hour Grade 3: R853 per hour
<b><u>CENTRE REQUIREMENTS</u></b>	:	Karl Bremer Hospital Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa as Medical Specialist in General Surgery. Registration with a professional council: Registration with the Health Professional Council of South Africa (HPCSA) as a Medical Specialist in General Surgery. Experience: <b>Grade 1:</b> None after registration with the HPCSA as a Medical Specialist in General Surgery. <b>Grade 2:</b> A minimum of 5 years' appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in General Surgery. <b>Grade 3:</b> A minimum of 10 years' appropriate experience as a Medical Specialist after registration with HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in General Surgery. Inherent requirements of the job: Valid driver's license and willingness to travel. Competencies (knowledge/skills): Clinical experience with General Surgery, including endoscopy and laparoscopic surgery. Ability to achieve and maintain good interpersonal relations with staff, patients, and their families. Excellent clinical notes, referral writing skills and sound verbal and written communication skills as well as analytical and problem-solving skills. The candidate must have sufficient clinical and academic skills to handle a large clinical workload.
<b><u>DUTIES</u></b>	:	(key result areas/outputs): Provision of clinical service delivery at specialist level across the full spectrum of General Surgery services but with a focus on the endoscopy service. Duties in theatre may also be needed, performing surgical procedures. Consultant ward rounds with senior decision making in respect of patient care, including disposition decisions and oversight and input into OPD services. Clinical Governance in respect of accurate medical record keeping, data / trend analysis, contribution to Morbidity & Mortality meetings and management of complaints and use of existing digital platforms for referrals and patient related documentation. Teaching, training, research activities, including supervision & teaching of junior doctors and participation in the academic program in the hospital. Contribution to improvement of internal systems within the General Surgery service – both within the hospital and the Metro East ecosystem and participation in the wider management of the medical services within the hospital, both clinical and administrative, where reasonable and feasible.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Dr S Le Roux, tel. no. (021) 918-1990 Applications are submitted online via <a href="http://www.westerncape.gov.za/health-jobs">www.westerncape.gov.za/health-jobs</a> (click "online applications").
<b><u>NOTE</u></b>	:	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 their 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).
<b><u>CLOSING DATE</u></b>	:	14 April 2026, 17:00PM