PROVINCIAL ADMINISTRATION: WESTERN CAPE
DEPARTMENT OF HEALTH AND WELLNESS
In line with the Employment Equity Plan of the Department of Health it is our intention with this advertisement to achieve equity in the workplace by promoting equal opportunities and fair treatment in employment through the elimination of unfair discrimination.

APPLICATIONS	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
CLOSING DATE	:	27 November 2026, 17:00PM
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. Selection panels shall score both technical exercises as an additional criterion in the interview process.

OTHER POSTS

POST 41/262	:	**MEDICAL SPECIALIST GRADE 1 TO 3 (PSYCHIATRY)** Chief Directorate: Metro Health Services
SALARY	:	Grade 1: R1 395 528 per annum Grade 2: R1 592 274 per annum Grade 3: R1 844 151 per annum (A portion of the package can be structured according to the individual's personal needs.)
CENTRE	:	Klipfontein/Mitchells Plain Substructure Office
REQUIREMENTS	:	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 HPCSA as a Medical Specialist in Psychiatry. Experience: **Grade 1:** None after registration with the HPCSA as a Medical Specialist in Psychiatry. **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 Psychiatry. **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 Psychiatry. Inherent requirement of the job: Valid Code B/EB driver's license and willingness to travel. Competencies (knowledge/skills): Strong interpersonal, communication and leadership skills, with the ability to coordinate and support a multi-disciplinary team. Sound clinical knowledge and skill in the assessment, diagnosis and evidence-based management of acute and chronic psychiatric disorders across inpatient and outpatient settings. Teaching, training and clinical supervisory skills, applicable to the academic and clinical development of registrars and students. Computer literacy (MS Word, PowerPoint and Excel).
DUTIES	:	Provide specialist psychiatric cover to Heideveld EC including regular ward rounds, clinical and referral advice, and assessment of patients requiring psychiatric management at appropriate referral hospitals. Provide specialist psychiatric clinic services and psychiatric support across all Primary Health Care facilities in the Klipfontein/Mitchell's Plain Sub-structure, including community outreach. Facilities to be supported include Crossroads CDC, Dr Abdurahman CDC, Gugulethu CHC, Hanover Park CHC, Heideveld CDC, Inzame Zabantu CDC, Mitchells Plain CHC and Nyanga CDC Teach, support and supervise registrars, medical officers, interns and mental health nursing staff. -Provide after-hours/on-call consultant psychiatric cover to Supervising Family Physicians, EC Consultants, Medical Officers and registrars, and provide liaison input and support referrals to district, tertiary and specialist referral hospitals. Provide clinical governance leadership for mental health services across the sub-structure, including chairing clinical governance meetings and maintaining documentation and data monitoring. Undertake academic activities, including development of clinically relevant research and

publications, and participation in the UCT Department of Psychiatry's undergraduate/postgraduate teaching and CPD programmes.

ENQUIRIES : Dr M Paleker Tel No: (021) 370-5000

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).

POST 41/263 : **MEDICAL SPECIALIST (SUB-SPECIALTY) GRADE 1 TO 3 (VASCULAR SURGERY)**

SALARY : Grade 1: R1 615 818 per annum
Grade 2: R1 844 151 per annum
Grade 3: R2 014 278 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 Professional Council of South Africa (HPCSA) as Medical Sub-Specialist in Vascular Surgery. Registration with a professional council: Registration with the HPCSA as Medical Sub-Specialist in Vascular Surgery. Experience: **Grade 1:** None after registration with the HPCSA as a Medical Sub-Specialist in Vascular Surgery. **Grade 2:** A minimum of 5 years appropriate experience as Medical Sub-Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as Medical Sub-Specialist in Vascular Surgery. **Grade 3:** A minimum of 10 years appropriate experience as Medical Sub-Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as Medical Sub-Specialist in Vascular Surgery. Competencies (knowledge/skills): Clinical and surgical competency in vascular surgery. Ability to work in a high-volume clinic and surgical environment. Ability to teach and train undergraduate and post graduate students. Ability to conduct clinically relevant research in the field of vascular surgery.

DUTIES : Management and training of surgical staff. Vascular Surgery clinical service provision and management in the Groote Schuur Hospital Vascular Unit. Participation in academic and management activities of the division.

ENQUIRIES : Prof L Cairncross Tel No: (021) 406-6229

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). Please ensure that you attach an updated CV.

POST 41/264 : **MEDICAL SPECIALIST GRADE 1 TO 3 (GENERAL SURGERY)**

SALARY : Grade 1: R1 395 528 per annum
Grade 2: R1 592 274 per annum
Grade 3: R1 844 151 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 Professional Council of South Africa (HPCSA) as Medical Specialist in General Surgery. Registration with a professional council: Registration with the HPCSA as Medical Specialist in General Surgery. Experience: **Grade 1:** None after registration with HPCSA as a Medical

Specialist in General Surgery. **Grade 2:** A minimum of 5 years' appropriate experience after registration with the HPCSA (or recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in General Surgery. **Grade 3:** A minimum of 10 years' appropriate experience after registration with the HPCSA (or as recognised foreign Health Professional council in respect of a foreign qualified employee) as a Medical Specialist in General Surgery. Inherent requirements of the job: Commuted overtime is compulsory. Competencies (knowledge/skills): Clinical and surgical competency in General Surgery. Ability to work in a high-volume clinic and surgical environment. Computer literacy and interest in data collection for service improvement. Insight into challenges of local health care delivery, diversity, transformation and equity.

DUTIES : General Surgery specialist clinical services in the Division of General Surgery at the hospitals on the platform serviced by the division. Supervision and training of junior surgical staff. Participation in under- and post-graduate divisional activities.

ENQUIRIES : Prof L Cairncross Tel No: (021) 406-6229

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). Please ensure that you attach an updated CV. Groote Schuur Hospital has adopted the department's ecosystem framing of its training platform. Accordingly, all medical specialist 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.

POST 41/265 : **MEDICAL OFFICER GRADE 1 TO 3 (OBSTETRICS AND GYNAECOLOGY)**

SALARY : Grade 1: R1 041 402 per annum
Grade 2: R1 188 255 per annum
Grade 3: R1 375 245 per annum
(A portion of the package can be structured according to the individual's personal needs.)

CENTRE : Tygerberg Hospital, Parow Valley

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professional Council of South Africa (HPCSA) as Medical Practitioner. Registration with a professional council: Registration with the HPCSA as 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 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 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 recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Inherent requirement of the job: Valid (Code B/EB) driver's license. Commuted overtime contract is compulsory, as well as the ability to work after-hours. Competencies (knowledge/skills): Appropriate experience and skills in obstetrics and gynaecology care to manage a large labour ward at regional hospital level. Ability to work in a team and with all levels of staff. Must be able to do a Caesarean section safely and

without supervision. Candidates should be able to do a basic gestational ultrasound scan. Computer literacy in MS Office mandatory.

DUTIES : Provide expert clinical management of all non-acute and emergency O&G cases within the department, including labour ward and gynaecology units. Lead the care of critically ill patients, including advanced resuscitation and stabilisation. Supervise, mentor, and teach medical students, interns, and midwifery staff. Ensure efficient administration of clinical services, including medico-legal responsibilities. Provide guidance and leadership towards the realisation of strategic goals and objectives of the department. Participate in the termination of pregnancy program in line with legislation and best practice. Promote cost-effective clinical care by optimising the use of laboratory services, blood products, medications, consumables, and equipment.

ENQUIRIES : Prof GS Gebhardt Tel No: (021) 938-4638

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

POST 41/266 : **MEDICAL OFFICER GRADE 1 TO 3**
Garden Route District

SALARY : Grade 1: R1 041 402 per annum
Grade 2: R1 188 255 per annum
Grade 3: R1 375 245 per annum
(Plus non pensionable rural allowance of 18% of your annual basic salary) (A portion of the package can be structured according to the individual's personal needs).

CENTRE : Oudtshoorn Hospital (stationed at Oudtshoorn and Kannaland Sub-district)

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professional 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 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 who 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 who 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 a medical practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of who 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 to travel throughout the districts. A commuted overtime contract is compulsory, as well as the ability to work after-hours. Competencies (knowledge/skills): Ability to communicate effectively (verbal and written). Ability to work in integrated multi-disciplinary teams across all platforms. Computer literacy in Ms Office is mandatory. Surgical and anaesthetic skills applicable in rural setting e.g. Caesarean sections, sterilisations, spinal and other regional blocks.

DUTIES : Quality clinical, non-clinical and medico-legal patient care as required by the various programs of the Department of Health and Wellness. Supervise-, Support-, transfer of knowledge to-, training- and mentoring of the clinical staff and auxiliary staff. Provide an efficient administrative service regarding all clinical and non-clinical matters and medico-legal work. Provide guidance and leadership towards the realisation of strategic goals and objectives of the division. Ensure a cost-effective service at the clinical level with regards to laboratory services, blood, medicine, consumables and equipment.

ENQUIRIES : Dr M De Jong Tel No: (044) 203-7204

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). It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 41/267 : **MEDICAL OFFICER GRADE 1 TO 3**
Cape Winelands District

SALARY : Grade 1: R1 041 402 per annum
Grade 2: R1 188 255 per annum
Grade 3: R1 375 245 per annum
(A portion of the package can be structured according to the individual's personal needs.) (plus, a non-pensionable, rural allowance of 18% of the basic annual salary)

CENTRE : Ceres Hospital, Witzenburg Sub-district

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professional Council of South Africa (HPCSA) as a Medical Practitioner. Registration with a professional council: Registration with the HPCSA as Medical Practitioner. Experience: **Grade 1:** None after registration as Medical Practitioner with the HPCSA in respect of SA qualified employees. One-year relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. **Grade 2:** A minimum of 5 years appropriate experience as 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 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 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 requirements of the job: A Code (B/EB) valid driver's license and willingness to work after hours. Competencies (knowledge/skills): Ability to communicate (verbal and written). Good management, supervisory and decision-making skills. Knowledge and insight of legislation and policies, relevant to current medical practice within the Public Service, experience in working in a district level hospital and Primary Health Care (PHC) setting.

DUTIES : Clinical Service Provision. Clinical Governance and Quality Improvement. Training, Learning & development. Provide quality outpatient care to patients in Ceres Hospital and Witzenberg Sub-District including surrounding clinics and healthcare facilities. Actively participate in skills transfer, training, and academic opportunities relevant to the post. Active involvement in the clinical governance of Witzenberg Sub-district facilities as required.

ENQUIRIES : Dr. M Crous Tel No: (023) 316-9600

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). It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 41/268 : **FACILITY MANAGER (PHC)**
Chief Directorate: Metro Health Services

SALARY : R932 292 per annum, (A portion of the package can be structured according to the individual's personal needs.)

CENTRE : Vanguard Community Health Centre

REQUIREMENTS : Minimum educational qualification: Appropriate National Diploma (NQF 6) or equivalent 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 license. Competencies (knowledge/skills): Proven leadership abilities. Good interpersonal and people management skills. Knowledge of Public Sector legislation. Computer literacy. Health sector experience.

DUTIES : 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 : Dr L Johnson Tel No: (021) 202-0933

NOTE : No payment of any kind is required when applying for this post. Short-listed candidates may be subjected to a practical assessment. It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 41/269 : **MEDICAL SPECIALIST GRADE 1 TO 3 (VASCULAR SURGERY) (5/8TH)**

SALARY : Grade 1: R872 205 per annum
Grade 2: R995 172 per annum
Grade 3: R1 152 594 per annum

CENTRE : Groote Schuur Hospital, Observatory

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professional Council of South Africa (HPCSA) as Medical Specialist in General Surgery. Registration with a professional council: Registration with the HPCSA as Medical Specialist in General Surgery. Experience: **Grade 1:** None after registration with the HPCSA as a Medical Specialist in General Surgery. **Grade 2:** A minimum of 5 years appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as Medical Specialist in General Surgery. **Grade 3:** A minimum of 10 years appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as Medical Specialist in General Surgery. Competencies (knowledge/skills): Clinical and surgical competency in vascular surgery. Ability to work in a high-volume clinic and surgical environment. Ability to teach and train undergraduate and post graduate students. Ability to conduct clinically relevant research in the field of vascular surgery.

DUTIES : Participation in academic and management activities of the division. Management and training of surgical staff. Vascular Surgery clinical service provision and management in the Groote Schuur Hospital Vascular Unit.

ENQUIRIES : Prof L Cairncross Tel No: (021) 406-6229

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). Please ensure that you attach an updated CV. Groote Schuur Hospital has adopted the department's ecosystem framing of its training platform. Accordingly, all medical specialist 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.

POST 41/270 : **MEDICAL SPECIALIST GRADE 1 TO 3 (MEDICINE: DERMATOLOGY) (5/8TH)**

SALARY : Grade 1: R872 205 per annum
Grade 2: R995 172 per annum
Grade 3: R1 152 594 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 in Dermatology. Registration with a professional council: Registration with the HPCSA as a Medical Specialist in Dermatology. Experience: **Grade 1:** None after registration with the HPCSA as a Medical Specialist. **Grade 2:** A minimum of 5 years' appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professions Council in respect of foreign qualified employees) as a Medical Specialist in Dermatology. **Grade 3:** A minimum of 10 years appropriate experience as a Medical Specialist after registration with the HPCSA (or recognized Professional Council in respect of foreign qualified employees) as a Medical Specialist in Dermatology. Competencies (knowledge/skills): Excellent knowledge and skills in the diagnosis, treatment, and management of patients. Highly specialised skills in dermatology. Excellent record keeping skills and knowledge of database management and ability to interrogate commonly used bioinformatics platforms. Experience in teaching and supervision at undergraduate and postgraduate level and research experience. Excellent interpersonal skills, good communication, analytical and problem-solving skills.

DUTIES : Provide outpatient medical care to patients with dermatological and related medical problems at a consultant level. Provide inpatient care. Provide outreach as part of a Dermatology Platform of Care for the Western Cape. Provide support with administrative duties. Develop and/or facilitate new innovations to improve division function. Assist in the structured basic science programs and bedside clinical training of medical registrars. Training of registrars in dermatology including basic sciences and clinical training as well as procedural skills. Supervision in the ward and clinics. Involvement in research relating to dermatology.

ENQUIRIES : Prof R Lehloenya Tel No: (021) 404-3376

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). Please ensure that you attach an updated CV. Groote Schuur Hospital has adopted the department's ecosystem framing of its training platform. Accordingly, all medical specialist 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.

POST 41/271 : **OPERATIONAL MANAGER NURSING GRADE 1: (GENERAL: ARV/HIV)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R571 161 per annum

CENTRE : Kraaifontein CHC, Northern/Tygerberg Sub-structure Office

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 Professional Nurse. Or a 4-year bachelor's degree in nursing (R174) that allows registration with the South African Nursing Council as a Professional Nurse. Or A 3-year

Diploma in Nursing (R171that allows registration with the South African Nursing Council (SANC) as a General Nurse. Registration with a professional council: Registration with the SANC as a Professional Nurse or General Nurse. Experience: A Minimum of 7 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirements of the job: Valid (Code B/EB) driver's license and willingness to work after hours. Competencies (knowledge/skills): Good management, supervisory and decision-making skills. Knowledge and insight of legislation and policies, relevant to current nursing practice within the Public Service, experience in working in an ARV/HIV setting. Disciplinary and conflict management skills. Computer literacy (MS Word and Excel).

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

ENQUIRIES : Mr. S Tutu Tel No: (021) 834-7119

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

POST 41/272 : **CLINICAL NURSE PRACTITIONER GRADE 1 TO 2 (COMPREHSIVE HEALTH SERVICES) (X2 POSTS)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R495 423 per annum
Grade 2: R607 350 per annum

CENTRE : Southern/Western Sub-structure Office

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 SANC(R48). OR A 4 year bachelor's 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 with the SANC in Primary Care Nursing. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: **Grade 1:** A minimum of 4 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. **Grade 2:** A minimum of 14 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognizable experience in the specific specialty after obtaining the 1 year post basic qualification OR a post-graduate diploma in the relevant specialty. Inherent requirements of the job: Valid (Code B/EB) driver's license, Willingness to work overtime when necessary. Willingness to work at other facilities within the Southern/Western Sub-structure. Competencies (knowledge/skills): Ability to work independently and within multidisciplinary and intersectoral teams. Good planning, organisational, project coordination, and problem-solving skills. Computer literacy in MS Word, Excel, PowerPoint, Outlook, and report writing. Knowledge and ability to interpret and implement regulations, policies and guidelines. Good interpersonal communication, collaborative, project co-ordination, and facilitation skills. Knowledge of Basic Nursing Care processes, the Nursing Act, public health programmes, relevant policies, protocols, and guidelines. Knowledge and clinical skills in Women's Health, Sexual and Reproductive Health and Child Health Services, Expanded Programme on Immunisation, School Health Services, Disease surveillance, prevention, outbreak response and HIV/TB Services. Competent in data management, collection, analysis and reporting. Experience in maternal, Women, child, Adolescent, Nutrition, HIV, TB and Outbreak Response.

DUTIES : Planning, co-ordination, implementation and monitoring of integrated Comprehensive Health Programme and Primary Health Care services,

including Maternal Health (BANC), Women's Health, Sexual and Reproductive Health (SRH), Child Health (EPI), Adolescent and Youth Health, Nutrition, School Health, HIV/AIDS, STI, TB, VMMC, Mental Health, and Chronic Disease Management. Coordinate and support the management of Notifiable Medical Conditions (NMCs), disease surveillance, early detection / investigation, clinical case management, contact tracing, outbreak preparedness and response in accordance with relevant policies, guidelines, and protocols. Provide clinical governance support and facilitate policy implementation. Support community-based, wellness and primary health care service delivery. Strengthening the implementation of Community-Orientated Primary Care (COPC). Build and Strengthen partnerships with internal and external stakeholders. Monitor and support the achievement of service delivery targets and key performance indicators. Ensure accurate data collection, reporting, and effective information management. Promote and support continuous quality improvement and compliance with clinical standards and guidelines. Provide technical support, training and mentorship to strengthen staff capacity building.

ENQUIRIES : Ms. Y. Cottee Tel No: (021) 202-0925

NOTE : No payment of any kind is required when applying for this post. Candidates will be subjected to a practical/written or 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 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). It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 41/273 : **CASE MANAGER**

SALARY : R413 001 per annum

CENTRE : Groote Schuur Hospital, Observatory

REQUIREMENTS : Minimum educational qualification: A health-related qualification at NQF level 7 that allows registration with the Health Professions Council of South Africa (HPCSA) or South African Nursing Council (SANC) or South African Pharmacy Council (SAPC). Experience: Appropriate experience in Case Management/Medical Aid Environment. Appropriate experience in ICD 10 codes assigned. Appropriate experience in liaison with medical aid (funders) and managed care organisations with regards to MHC policies, protocols, optimal fund utilisation and updated clinical information. Competencies (knowledge/skills): Knowledge of the Uniform Patient Fees Schedule, Hospital Information Systems and EDI (Electronic Data Interchange). Knowledge of Medical Aid Act 131 of 1998 and the application of Prescribed Minimum Benefit (PMB) legislation i.e. the Chronic Disease List (CDL) and the Diagnostic Treatment Pairs (DTP). Ability to work with MS Excel and Web-based Programmes (medical aids). Ability to link patient diagnosis with procedure codes. Good communication skills (verbal and written).

DUTIES : Conduct clinical audits of Medical Aids and State Department, e.g. RAF and COIDA to ensure accuracy of invoices. Co-ordinate the workflow process between clinical and admin personnel supporting various role players within the hospital wrt ICD-10 codes, prescribed minimum benefits and account queries. Perform hospital Case Management functions wrt authorisation, benefit management, and review of clinical information for externally funded clients. Provide quotations to privately funded and foreign patients and compile statistical reports. Supervision of staff and liaison with relevant role players in matters relating to Case Management. Interpret and implement Case Management policies, protocols and procedures efficiently and effectively. Implement Case Management policies, protocols and procedures within the hospital.

ENQUIRIES : Mr TJ Langenhoven Tel No: (021) 404-2358

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

POST 41/274 : **SENIOR ADMINISTRATIVE OFFICER: SUPPLY CHAIN MANAGEMENT**
Chief Directorate: Metro Health Services

SALARY : R413 001 per annum
CENTRE : Southern/Western Sub Structure Office
REQUIREMENTS : Minimum educational qualification: Appropriate National Diploma (NQF 6) or equivalent in Finance / Supply Chain Management field. Experience: Appropriate experience in Supply Chain Management. Appropriate Supervisory Experience. Inherent requirements of the job: Valid (Code B/EB) driver's license. Willingness to Travel. Willingness to work after hours. Competencies (knowledge/skills): Good managerial, analytical skills and highly developed problem-solving capabilities. Knowledge of LOGIS, EPS and applicable policies (PFMA, AO System, Treasury Instructions and Human Resource Management). Good knowledge of Contract Management within a Government Department (Bid Committees; Transversal Tenders; and Support services). Proven ability to work independently in a high-pressure environment while complying to due dates. Good computer literacy skills in (MS Office: Word, Excel, Outlook, and Power Point). Sound knowledge of Supply Chain Management policies and processes.
DUTIES : Ensure efficient and effective Contract Management by providing technical SCM and Contract Management Support to all hospitals and facilities within the sub structure. Responsible for managing and coordinating the supply chain component (contract management, Procurement, transport, Asset Management) and other activities and functions, within the Sub-district. Ensure audit compliance and handle audit queries related to SCM. Manage all reporting requirements, including the AFS and IFS related to Finance, SCM and for the Sub-district. Overall Management of Sub Structure Transport. Ensure timeous and accurate reporting on SCM information and performance. Render support function to management in terms of SCM. Expenditure, control of Capital Assets. Manage all Human Resource Management and related functions within SCM component.
ENQUIRIES : Mr D Jansen Tel No: (021) 202-0921
NOTE : No payment of any kind is required when applying for this post. Short-listed candidates may be subjected to a practical/written and oral assessment. No payment of any kind is required when applying for this post.

POST 41/275 : **ADMINISTRATIVE OFFICER: HRM (HUMAN RESOURCE DEVELOPMENT)**
Chief Directorate: Metro Health Services

SALARY : R338 106 per annum
CENTRE : Valkenberg Hospital
REQUIREMENTS : Minimum educational qualification: Grade 12 certificate (or equivalent). Experience: Appropriate experience in People Development and Training. Inherent requirements of the job: Valid driver's license. Competencies (knowledge/skills): Appropriate knowledge of People Development systems, practices of the skills development legislative framework. Appropriate knowledge of the recruitment and selection policy and practices. Knowledge and experience of budgetary aspects, as well as project management skills. Computer literacy (MS Word, Excel and PowerPoint).
DUTIES : Assist and co-ordinate skills and training interventions. Assist with the planning, developing, coordinating, monitoring and evaluation of the implementation of the hospital's Workplace Skills Plan and submission of all frequent HRD compliance reports. Assist with the co-ordination and monitoring of the 1% skills budget, supply chain management and expenditure process within PFMA prescripts. Assist with planning and coordination of the staff wellness activities. Coordination of recruitment and selection processes. Administration, co-ordination and placement of various interns. Supervision of Interns. Maintaining of various databases.
ENQUIRIES : Mr MR Abrahams Tel No: (021) 826-5790
NOTE : No payment of any kind is required when applying for this post.

POST 41/276 : **PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL: COMPREHENSIVE HEALTH) (X2 POSTS)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R337 359 per annum

Grade 2: R411 978 per annum
Grade 3: R495 423 per annum

CENTRE : Southern/Western Sub-structure Office

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 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. 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 Professional Nurse in General Nursing. Inherent requirements of the job: A Valid (Code B/EB) Driver's License. Must be willing to travel and assist at other clinics within the Substructure. Willingness to work shifts, night shift and overtime when required. Competencies (knowledge/skills): Knowledge of Basic Nursing Care processes, the Nursing Act, public health programmes, relevant policies, protocols, and guidelines. Knowledge and clinical skills in Women's Health, Sexual and Reproductive Health and Child Health Services, Expanded Programme on Immunisation, School Health Services, Disease surveillance, prevention, outbreak response and HIV/TB Services. Competent in data management, collection, analysis and reporting. Strong communication, interpersonal, facilitation, and stakeholder engagement skills. Ability to work independently and within multidisciplinary and intersectoral teams. Good planning, organisational, project coordination, and problem-solving skills. Computer literacy in MS Word, Excel, PowerPoint, Outlook, and report writing. Experience in Health programmes, including Maternal, Women, Child, Adolescent Health, Nutrition, HIV, Tuberculosis, and Community-Based Services.

DUTIES : Planning, implementation, supporting and monitoring of integrated Comprehensive Health Programmes and Primary Health Care services, including Maternal, Women's Health, Sexual and Reproductive Health Services, Child Health Services, Expanded Programme on Immunisation, Adolescent and Youth Health, Nutrition, School Health Services, HIV/AIDS, STIs, TB, VMMC, Mental Health, and Chronic Disease Management. Monitor, respond and support the management of Notifiable Medical Conditions (NMCs), Disease surveillance, early detection, case investigation, contact tracing, case management and outbreak response activities in accordance with relevant policies, guidelines, and protocols. Provide clinical governance support and facilitate policy implementation. Support community-based, wellness and primary health care service delivery. Strengthening the implementation of Community-Orientated Primary Care (COPC) and partnerships with internal and external stakeholders. Support the achievement of service delivery targets and key performance indicators. Ensure accurate data collection, reporting, and effective information management. Support quality assurance and continuous quality improvement initiatives. Implement Infection prevention measures to improve health outcomes. Provide technical support, training and mentorship to strengthen staff capacity building.

ENQUIRIES : Ms Y. Cottee Tel No: (021) 202-0925

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 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). It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 41/277 : **PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL)**
West Coast District

SALARY : Grade 1: R337 359 per annum
Grade 2: R411 978 per annum
Grade 3: R495 423 per annum

CENTRE : Clanwilliam Hospital, Cederberg Sub-district

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: **Grade 1:** None after registration as Professional Nurse with SANC in General Nursing. **Grade 2:** A minimum of 10 years' appropriate / recognizable experience after registration as a Professional Nurse with SANC in General Nursing. **Grade 3:** A minimum of 20 years' appropriate / recognizable experience after registration as a Professional Nurse with SANC in General Nursing. Inherent requirement of the job: Valid drivers' license. Willingness to work shifts, night duty, weekends, public holidays, overtime or after hours to meet operational needs of facility. Willingness to travel for training or other requirements. Ability to work under pressure and function within a multidisciplinary team. Competencies (knowledge/skills): Excellent communication with community and other stakeholders' engagement and facilitation skills, Knowledge of relevant legislation, policies including Health care 2030, Sustainable Development Goals, 1st 1000 days. Excellent planning and organisational skills in Community Health Care, programs and services. Computer literate in Microsoft office programs. Verbal and written communication skills.

DUTIES : Provision of optimal, holistic nursing care with set standards and within a professional / legal framework. Effective utilization of resources: Human Resources, Material Resources and Services. Participation in training and research. Provision of support to Nursing Services. Maintain professional growth/ethical standards and self-development.

ENQUIRIES : Ms L van Geems-Wolmarans Tel No: (022) 921-2153

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). -It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 41/278 : **PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL: CHRONIC WARD WOMAN)**
Cape Winelands Health District

SALARY : Grade 1: R337 359 per annum
Grade 2: R411 978 per annum
Grade 3: R495 423 per annum

CENTRE : Cape Winelands TB 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 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 and proof of current registration. 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 requirements of the job: Willingness to work overtime when necessary. Will be required to work shifts, weekends, and public holidays. Must be prepared to assist in all departments according to operational needs. Ability to work under pressure. Competencies (knowledge/skills): Good communication, planning and interpersonal skills. Ability to work in the multidisciplinary team. Enhance patient care through the implementation of SOP's, policies, and guidelines. Knowledge of Nursing Care processes and procedures.

DUTIES : Provide direction and supervision for the implementation of quality comprehensive nursing care within the hospital setting. Maintain ethical practice within legal and regulatory frameworks. Maintain a constructive working relationship with all relevant stakeholders. Utilize human, material and physical resources efficiently and effectively. Participate in training programmes and research activities. Improving quality of health services. Maintain professional growth and/ethical standards and self-development.

ENQUIRIES : Mr A Meyile Tel No: (023) 34-1311

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).

POST 41/279 : **PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL: PSYCHIATRY) (X2 POSTS)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R337 359 per annum
Grade 2: R411 978 per annum
Grade 3: R495 423 per annum

CENTRE : New Somerset 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. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years recognisable experience in nursing after registration with the SANC as a Professional Nurse in General Nursing. **Grade 3:** A minimum of 20 years recognisable experience in nursing after registration with the SANC as a Professional Nurse in General Nursing. Inherent requirements of the job: Willingness to work shifts, day and night duty, weekends and public holidays. Competencies (knowledge/skills): Knowledge and understanding of nursing care processes, procedures, statuses, and other relevant legal and ethical practices. Computer literacy: MS Office, MS Outlook, Good Communication Skills. Report Writing, Appropriate experience working in a Psychiatric Unit.

DUTIES : Provision of optimal, holistic nursing care in a Psychiatric Unit. Effective utilisation of resources. Maintain professional growth/ethical standards and self-development. Provision of Support to Nursing Services. Participation in training and research.

ENQUIRIES : Ms S Basardine Tel No: (021) 402-6845

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.

POST 41/280 : **PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL: WARD 7 AND 8)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R337 359 per annum
Grade 2: R411 978 per annum
Grade 3: R495 423 per annum

CENTRE : Alexandra 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. Registration with a professional council: Registration with the SANC as a Professional Nurse. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years recognisable experience in nursing after registration with the SANC as a Professional Nurse in General Nursing. **Grade 3:** A minimum of 20 years recognisable experience in nursing after registration with the SANC as a Professional Nurse in General Nursing. Inherent requirements of the job: Willingness to work shifts, day and night duty, weekends and public holidays to meet the operational requirements. Prepared to work in all departments/wards according to the operational needs of the hospital.

DUTIES : Provision of optimal, holistic nursing care with set standards and within a professional/legal framework. Effective utilisation of resources. Maintain professional growth/ethical standards and self-development. Provision of Support to Nursing Services. Participation in training and research.

ENQUIRIES : Ms. JE Isaacs Tel No: (021) 503-5000 ext. 5156

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).

POST 41/281 : **STAFF NURSE GRADE 1 TO 3 (WARD 9, JUVENILLE FORENSICS, WARD 16A AND B FEMALE ADMISSIONS, RELIEF WARD 102) (X5 POSTS)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R229 440 per annum
Grade 2: R272 778 per annum
Grade 3: R319 071 per annum

CENTRE : Lentegeur Hospital

REQUIREMENTS : 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 a 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. **Grade 3:** A minimum of 20 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, regulations & policies. Function within the team and facilitate on the level of the post

DUTIES : 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 : Ms KP Tukutezi Tel No: (021) 370-1274

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. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointments 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)".

POST 41/282 : **ADMINISTRATION CLERK: SUPPORT**
Directorate: Health Intelligence

SALARY : R237 453 per annum
CENTRE : Head Office, Cape Town
REQUIREMENTS : Minimum educational qualification: Grade 12 / Senior certificate or equivalent. Experience: Appropriate experience in support services and office administration. Competencies (knowledge/skills): Knowledge of: Public Finance Management Act (PFMA) and Treasury Regulations, as they apply to clerical functions (e.g. Financial administration including travel and subsistence claims, invoices and expenditure records. Knowledge of Provincial SCM policies and delegations, including the quotation thresholds; The Department's S&T and travel policy. Knowledge of Asset management policy (asset registers, verification and disposal). Knowledge of the Batho Pele principles and the Public Service Code of Conduct; Records and document management (filing systems, registers). Proficient in verbal and written communication. Computer literacy: Microsoft 365 (Word, Excel, PowerPoint, SharePoint, etc.), ECM, LOGIS, BAS and PERSAL. Planning, organizing and time management, including coordinating meetings (procedures and minute taking), events and travel. Data and records management (databases, statistics), report writing, and numerical and analytical skills. Attention to detail, problem solving, initiative and adaptability. Professional, courteous, friendly yet assertive and service-orientated team player who demonstrates discretion, integrity, confidentiality, reliability and accountability.
DUTIES : Provide general office administration and records management support to the Directorate including filing and records management systems, office documents and registers maintained efficiently, diaries managed and meetings scheduled effectively, incoming and outgoing correspondence, emails, telephone calls and visitors handled promptly; Meeting packs prepared, and minutes taken accurately and distributed. Provide administrative, information and asset support to the Directorate including: Administrative support provided to management and staff; Office supplies coordinated and available when required; Asset registers maintained and updated, and verification/disposal processes supported; Reports and statistics compiled accurately and timeously for decision making; Databases and registers updated, and ad hoc projects and data capturing completed within agreed timeframes; Directorate information requests coordinated and attended to promptly; Audit and compliance activities supported; Support the implementation of ad hoc projects and ensure timely and accurate data capturing. Provide procurement, logistics and travel support in line with SCM prescripts including: Procurement requests processed accurately, with quotations obtained in line with SCM requirements; Procurement transactions captured on LOGIS, and procurement records maintained and monitored; Events and workshops coordinated successfully; Travel and accommodation arranged on time. Provide financial administration support in line with PFMA and departmental financial prescripts including: S&T claims processed within required timeframes; Invoices and supporting documents verified and correctly filed; Accurate financial records and payment documentation maintained; Expenditure records monitored, maintained and updated; Budget-related information captured, tracked and available for reporting and decisions making.
ENQUIRIES : Ms C Rhoode Tel No: (021) 483-9341
NOTE : No payment of any kind is required when applying for this post. Candidates may be subjected to a competency test.

POST 41/283 : **ADMINISTRATION CLERK: ADMISSIONS (X3 POSTS)**
Chief Directorate: Metro Health Services

SALARY : R237 453 per annum
CENTRE : Delft CHC (X1 Post), Scottsdene CDC (X1 Post), Elsies CHC (X1 Post), Northern/Tygerberg Sub-structure
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): Computer literacy (MSWord, Excel, Power point and Outlook) Knowledge of Primary Health Care Information System/Clinicom, Hospital Emergency Centre Tracking Information System, Tier.net, HECTIS Knowledge of the PFMA and responsibilities linked to finance management. Knowledge of filing, archiving and disposal process of records.

DUTIES : 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 : Scottsdene CDC – Ms A Mullins Tel No: (021) 810-8100 / Delft CHC – Mr N Meyer Tel No: (021) 954-2237 / Elsies River CHC – Mr M Mashaba Tel No: (021) 931-0211

NOTE : No payment of any kind is required when applying for this post. Candidates will be subjected to a practical/oral assessment.

POST 41/284 : **ADMINISTRATION CLERK: HRD (PEOPLE DEVELOPMENT)**
Directorate: People Development

SALARY : R237 453 per annum
CENTRE : Head Office, Cape Town
REQUIREMENTS : Minimum educational qualification: Senior Certificate or equivalent. Experience: Appropriate experience in Human Resource Development and general administrative functions. Inherent requirements of the job: Valid Code (B/EB) drivers' license. Willingness to travel throughout the province. Competencies (knowledge/skills): Ability to use all relevant computer applications independently, and with ease. Knowledge and understanding of Human Resource Development legislation. Excellent computer literacy skills. Ability to collate and prepare data for management reports. Excellent communication skills (verbal and written). Excellent interpersonal skills and ability to work under pressure.

DUTIES : Effective and Efficient administrative support of the placement of the Community Service Programme and Medical Internship. Assist with Graduate bursary holder placements. Effective general administrative support.

ENQUIRIES : Ms L van Aarde Tel No: (021) 483-4074 or email Leticia.vanAarde@westerncape.gov.za

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

POST 41/285 : **SOCIAL AUXILIARY WORKER GRADE 1 TO 3**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R200 691 per annum
Grade 2: R236 385 per annum
Grade 3: R280 809 per annum

CENTRE : Klipfontein/Mitchells Plain Sub-structure Office
REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the South African Council for Social Services Professions (SACSSP) as Social Auxiliary Worker. Registration with a professional council: Registration with the SACSSP as a Social Auxiliary Worker. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years appropriate experience as Social Auxiliary Worker after registration with the SACSSP or No experience as Social Auxiliary Worker after registration with the SACSSP and successful completion of 2nd academic year of an appropriate tertiary qualification that allows for registration as a Social Worker with the SACSSP. **Grade 3:** A minimum of 20 years' appropriate experience as Social Auxiliary Worker after registration with the SACSSP or 10 years' experience after registration as Social Auxiliary Worker with SACSSP and successful completion of 2nd academic year of an appropriate tertiary qualification that allows for registration as Social Worker with the SACSSP or No experience after registration as Social Auxiliary Worker with the SACSSP and successful completion of 3rd academic year of an appropriate tertiary qualification that allows for registration as a Social Worker with the SACSSP. Inherent requirement of the job: Willing to work flexitime. Willing to travel across the Sub-structure. Valid Code B/EB

drivers' license. Competencies (knowledge/skills): Knowledge and experience of the various aspects of social work services across platform. Skills and knowledge of trauma counselling and crisis intervention, psychosocial assessment and administration. Sound knowledge of relevant community resources. Good interpersonal, written and spoken communication skills. Working well in a team within health facilities, wellness hubs and communities.

DUTIES : Undertake psychosocial assessments, appropriate community referrals, care plans for patients. Counselling patients and families across service platform, health care facilities and communities and undertake patient follow up. Maintain all administration functions on work undertaken as well as wellness services, management, and support. Provide appropriate follow up to Multidisciplinary team. Undertake training as required. Facilitate health education programmes and work groups.

ENQUIRIES : Ms R Hull Tel No: (021) 370-5019

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)".

POST 41/286 : **NURSING ASSISTANT GRADE 1 TO 3 (WARD 11 AND 12 FORENSICS)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R181 230 per annum
Grade 2: R211 401 per annum
Grade 3: R249 141 per annum

CENTRE : Alexandra Hospital

REQUIREMENTS : 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 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. **Grade 3:** A minimum of 20 years appropriate/recognisable experience in nursing after registration as Nursing Assistant with the SANC. 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 and Interpersonal skills. Appropriate knowledge and experience of basic nursing care in a hospital setting.

DUTIES : Assist patients with activities of daily living (Physical care). Provide elementary clinical nursing care. Maintain efficient records of all health care activities. Maintain professional growth/ethical standards and self-development.

ENQUIRIES : Ms. B. Wiener Tel No: (021) 503 5000 ext. 5030

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). Short listed candidates will be subjected to a written and oral assessment.

POST 41/287 : **PORTER (X2 POSTS)**
West Coast District

SALARY : R144 024 per annum

CENTRE : Vredenburg Hospital, Saldanha Bay Sub-district

REQUIREMENTS : Minimum educational qualification: Basic literacy and numeracy skills. Experience: Appropriate experience. Inherent requirements of the job: Willingness to work shifts and weekends. Willingness to perform tasks such as

lifting patients from/onto beds, trolleys and wheelchairs. Competencies (knowledge/skills): Ability to work and communicate with internal and external patients. Good interpersonal and communication skills. Ability to work in a team.

DUTIES : Safe transport of patients on trolleys and wheelchairs to and from different departments/wards and in and out of ambulances. Deliver specimens to laboratories and ensure a safe and hygienic work environment. Assist with shifting of medical equipment to and from departments. Take responsibility for the transportation of corpses from wards to the mortuary and perform relevant duties in mortuary. Responsible for the cleanliness of wheelchairs. Respond to requests from wards/departments. Providing a support function within the Support Services component.

ENQUIRIES : Mr A Van Vuuren Tel No: (022) 709-5096

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

POST 41/288 : **MEDICAL SPECIALIST GRADE 1 TO 3 (SESSIONAL) (OBS AND GYNAE) (20 HOURS PER WEEK)**
(Contract Until 31 March 2027)

SALARY : Grade 1: R671 per hour
Grade 2: R766 per hour
Grade 3: R887 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 Obstetrics and Gynaecology. Registration with a professional council: Registration with the HPCSA as a Medical Specialist in Obstetrics and Gynaecology. Experience: **Grade 1:** None after registration with the HPCSA as Medical Specialist in Obstetrics and Gynaecology. **Grade 2:** A minimum of 5 years' appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employee) as Medical Specialist in Obstetrics and Gynaecology. **Grade 3:** A minimum of 10 years' appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of a foreign qualified employee) as Medical Specialist in Obstetrics and Gynaecology. Competencies (knowledge/skills): Ability to communicate effectively (verbal and written). Ability to work in integrated multi-disciplinary teams across platforms. Computer literacy (MS Office) is mandatory. Ability to perform level 2 obstetrics and gynaecology ultrasound scans. Possess surgical competency in terms of emergency and elective obstetric surgery and gynaecological laparotomy, including cystectomy and hysterectomy. Ability to perform emergency and elective obstetric procedures.

DUTIES : Participation in the academic activities of our department. Provide clinical care to Obstetrics and Gynae emergency and elective patients. Perform Obstetrics and Gynaecology surgery. Run a tertiary level labour ward, special care unit and theatre independently, including but not limited to diagnostic skills, management plans, surgical competency and counselling around complex decisions.

ENQUIRIES : Dr A Osman or Prof M Patel Tel No: (021) 404-6020 or email: ayesha.osman@uct.ac.za/m.patel@uct.ac.za or marilyn.koks@uct.ac.za

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). Please ensure that you attach an updated CV.