

**PROVINCIAL ADMINISTRATION: GAUTENG
GOVERNMENT INFRASTRUCTURE DEVELOPMENT**

The Department of Infrastructure Development is an equal opportunity, affirmative action employer. It is intended to promote representivity through the filling of these posts. The candidature of persons whose appointment/transfer/promotion will promote representivity will receive preference.

- APPLICATIONS** : In line with the Department's employments Equity Plan, People with Disabilities are encouraged to apply. To apply for the below positions, please apply online at <http://professionaljobcentre.gpg.gov.za>. Only online applications will be considered and for general enquiries please contact Human Resource on 072 668 0029/076 521 4118.
- CLOSING DATE** : 26 April 2024
- NOTE** : Applicants must utilise the most recent Z83 application for employment form issued by the Minister for the Public Service and Administration in line with the Regulation 10 of the Public Service Regulations, 2016, All fields in the New Z83 form, must be completed and signed. Furthermore, a comprehensive Curriculum Vitae (CV) must also be attached. Failure to attach the completed Z83 and the Curriculum Vitae (CV) will result in disqualification. The New Z83 form, obtainable from the GPG Professional Job Centre website, any Public Service Department or the DPSA website www.dpsa.gov.za/documents. Only shortlisted candidates will be requested to submit certified copies of qualifications not older than six (06) months, identity document and valid driver's license (where driving/travelling is an inherent requirement of the job). It is our intention to promote representivity (race, gender and disability) in the Public Service through the filling of this post and candidates whose transfer/promotion/appointment will promote representivity will receive preference. It is the Department's intention to promote equity through the filling of all numeric targets as contained in the Employment Equity Plan. To facilitate this process successfully, an indication of race, gender and disability status is required. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). The Department reserves the right not to appoint. If you do not receive any response from us within 3 months, please accept your application was unsuccessful.

OTHER POSTS

- POST 12/16** : **CHIEF ENGINEER: ELECTRICAL/MECHANICAL REF NO: REFS/020277**
Directorate: Maintenance Academic Hubs
- SALARY** : R1 146 540 - R2 156 640 per annum, (all-inclusive package). The package includes a basic salary (70% of package), and a flexible portion of 30% that may be structured in terms of applicable rules. Which includes state's contribution to the Government Employees Pension Fund (13% of basic salary).
- CENTRE REQUIREMENTS** : Steve Biko Facility Maintenance Hub (Johannesburg)
: A Degree (NQF 7) in Electrical/ Mechanical Engineering (B Eng/ BSC Eng) or relevant qualification recognised by SAQA. A minimum of six years post qualification experience as a registered Professional Engineer. A valid Driver's License. Compulsory registration with ECSA as a Professional Engineer. A valid driver's licence. Competencies: Knowledge of Act of 1977 and Regulations. Knowledge of Engineering Profession Act, 2000, Construction Industry Development Board Act of 2000 and Regulations. Council for Built Environment Act of 2000. Knowledge of PFMA/DORA/Treasury Regulations. Knowledge of All different contract options for infrastructure projects. Knowledge of Provincial/Departmental Supply Chain Management Policies. Promotion of Access to Information Act of 2000. Knowledge of Broad Based Black Empowerment Act of 2003. Knowledge of Preferential Procurement Act of 2000 and Regulations. Knowledge of Public Service Act of 1994 and Regulations of 2001. Knowledge of Government Immovable Asset Management Act of 2007. Knowledge of Occupational Health and Safety Act of 1993 and Regulations. Skills: Strategic capability and leadership. Problem solving and analysis. Decision making. Team leadership. Financial management. Customer focus and responsiveness. Communication and Computer skills. People management skills. Planning and organising. Conflict management and negotiation skills. Attributes: Programme and project management. Engineering legal and operational compliance. Engineering operational communication. Process knowledge and skills. Maintenance skills and knowledge. Engineering principles. Mobile equipment and operating skills. Technical consulting. Professional judgment. Research and Development. Creating a high-performance culture.
- DUTIES** : Perform final review and approvals of audits on new engineering designs according to design principles or theory. Research the needs of the relevant health institutions. Co-ordinate design efforts and integration across disciplines to ensure seamless integration with current technology. Monitor current deployed technology. Pioneer new engineering services. Manage the execution of maintenance strategy through the provision of appropriate structures, systems and resources. Set engineering maintenance standards, specifications and service levels according to organisational objectives to ensure optimum operational availability. Monitor maintenance efficiencies according to organisational goals to direct or redirect engineering services for the attainment of organisational objectives. Allocate, control, monitor and report on all resources. Compile risk logs and manage significant risk according to sound risk management practice and

organizational requirements. Provide technical consulting services for the operation on engineering related matters to minimise possible engineering risks. Manage and implement knowledge sharing initiatives e.g. short-term assignments and secondments within and across operations, in support of individual development plans, operational requirements and return on investment. Monitor the exchange and protection of information between operations and individuals to ensure effective knowledge management according to departmental objectives. Ensure the availability and management of funds to meet the MTEF objectives within the engineering environment/services. Manage the operational capital project portfolio for the operation to ensure effective resourcing according to organisational needs and objectives. Manage the commercial value add of the discipline-related programmes and projects. Facilitate the compilation of innovation proposals to ensure validity and adherence to organisational principles. Allocate, control and monitor expenditure according to budget to ensure sufficient cash flow management. Manage the development motivation and utilization of human resources for the discipline to ensure competent knowledge base for the continued success of quantity survey services according to organizational needs and requirements. Manage subordinates' key performance areas by setting and monitoring performance standards and taking actions to correct deviations to achieve departmental objectives.

ENQUIRIES : Mr. Realeboga Mahapa at 076 521 4118/072 668 0029

POST 12/17 : **ENGINEER PRODUCTION: MECHANICAL GRADE A-C REF NO: REFS/020280**
Directorate: Other Provincial Departments Infrastructure Delivery

SALARY : R795 147 - R1 197 978 per annum, (all-inclusive package). The package includes a basic salary (70% of package), and a flexible portion of 30% that may be structured in terms of applicable rules. Which includes state's contribution to the Government Employees Pension Fund (13% of basic salary). The offer is based on recognition of experience after obtaining registration (only shortlisted candidates will attach proof of recognised experience).

CENTRE REQUIREMENTS : Head Office (Johannesburg)
: An Engineering degree (B Eng / BSC (Eng) or equivalent qualification. A minimum of 3 years' post qualification experience in Engineering is required. Must be a registered as a Professional Engineer with ECSA. Must have a valid driver's license. Competencies: Public Service Act of 1994. Public Service Regulations, 2016. PFMA and Treasury Regulations. Provincial/Departmental SCM policies. Government Immovable Asset Management Act of 2007. National Building Standards Act of 1977 and Regulations. Occupational Health and Safety Act of 1993 and Regulations. Health Act, Regulations and Guidelines. National Environmental Management Act of 1998. Engineering Profession Act of 2000. Engineering design and analysis Programme and project management. Computer-aided engineering applications. Knowledge of legal compliance. Skills- Decision making, Team leadership, Analytical, Creativity, Self-management, financial management, Customer focus and responsiveness, Communication, Computer literacy Conflict management, Problem solving, Research, Technical report writing and Networking.

DUTIES : Plan, design, operate and maintain engineering projects. Develop cost effective solutions according to standards. Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology. Develop tender specifications. Ensure through evaluation that planning and design by others is done according to sound engineering works according to norms and standards and code of practice and approve engineering works according to prescribed norms and standards. Ensure training and development of technicians, technologists and candidate engineers to promote skills/knowledge transfer and adherence to sound engineering principles and code of practice. Supervise the engineering work and process and administer performance management and development. Manage resources and prepare and consolidate inputs for the facilitation of resource utilization. Ensure adherence to regulations and procedures for procurement and personnel administration. Monitor, control expenditure and service report on expenditure and service delivery.

ENQUIRIES : Mr. Tshepo Marokane at 076 521 4118/072 668 0029

POST 12/18 : **ARCHITECT PRODUCTION GRADE A-C REF NO: REFS/020281**
Directorate: Infrastructure Delivery Eastern/Central Cluster

SALARY : R687 879 - R1 035 084 per annum, (all-inclusive package). The package includes a basic salary (70% of package), and a flexible portion of 30% that may be structured in terms of applicable rules. Which includes state's contribution to the Government Employees Pension Fund (13% of basic salary). The offer is based on recognition of experience after obtaining registration. (only shortlisted candidates will attach proof of recognised experience).

CENTRE REQUIREMENTS : Johannesburg (Head Office)
: A Degree in Architecture or equivalent qualification. A minimum of 3 years' post qualification in Architectural experience. Compulsory Registration as Professional Architect with the SACAP. Must have a valid driver's license. Competencies: Knowledge of Intergovernmental Fiscal Relations Act of 1997. Intergovernmental Framework Act of 2005. Construction Industry Development Board Act of 2000 and Regulations. National Building Standards Act of 1977 and Regulations. Council for Built Environment Act of 2000. Spatial Planning and Land Use Management Act, 2013. Provincial Infrastructure Delivery Management System. National

Environmental Management Act, 1998 and related Protocols and Regulations. Skills- Programme and project management, Architect legal and operational compliance, Architect operational communication. Process knowledge and skills, Maintenance skills and knowledge, Mobile equipment operating skills, Research and development, Computer-aided engineering applications.

DUTIES : Coordinate professional teams on all aspects regarding architecture. Ensure adherence and compliance to legal, safety and health requirements. Provide architectural advice and technical support in the evaluation of solutions. Ensure the adoption of technical and quality strategies. Develop architectural related policies, methods and practices. Provide solution on non-compliance and failure of designs Review plans, drawings, specifications and estimates accomplished by building designers and/or sub-professional personnel. Ensure adherence to the requirements of professional registration. Mentor and train candidate architects and related technical and administrative personnel to promote skills/knowledge transfer and adherence to sound architectural principles and code of practice. Supervise architectural work and processes. Administer performance management and development Keep up with new technologies and procedures. Research on architecture to improve expertise Liaise with relevant bodies/councils on architectural-related matters. Manage resources and prepare and consolidate inputs for facilitation of resource utilisation. Ensure adherence to regulations and procedures for procurement and personnel administration. Monitor and control expenditure. Report on expenditure and service delivery.

ENQUIRIES : Ms. Refiloe Malete at 076 521 4118/072 668 0029

DEPARTMENT OF HEALTH

OTHER POSTS

POST 12/19 : **MEDICAL SPECIALIST GRADE 1 (PSYCHIATRY) REF NO: JUB 02/2024**
Directorate: Mental Health Unit

SALARY : Grade 1: R1 214 805 – R1 288 095 per annum
Grade 2: R1 386 069 – R1 469 883 per annum
Grade 3: R1 605 330 - R2 001 927 per annum

CENTRE REQUIREMENTS : Joint Appointment Dgmah – Jubilee District Hospital and Sefako Makgatho Academic Institution
: Appropriate qualification that allows registration with HPCSA as Medical Specialist in Psychiatry. Registration with HPCSA as a Medical Specialist in Psychiatry. Current registration with HPSCA (2023/2024). Appropriate experience as a specialist. Ability to supervise a unit and work in a multi-disciplinary team. Knowledge of Public Service and Health Legislation, Policies, Procedures, and Medical Ethics. Management experience will be an added advantage. Computer Literacy (Ms Word, MS Excel, Power Point). Ability to conduct and prepare training and presentations. Good communication and interpersonal skills. Demonstrate an understanding of Human Resource management and disciplinary procedures. Team building and problem- solving skills. Strong leadership skills.

DUTIES : The successful candidate will provide administrative and clinical duties at a specialist level. He or she will consult, assess, and manage In and outpatients comprehensively (including patients outside the mental unit), ensure accurate clinical record keeping, develop and implement evidence - based clinical protocols and guidelines Partake in clinical audits and research activities. Complete relevant medico-legal documents timeously and reduce medical litigation by exercising good clinical ethos. Liaise with referral centres for patients who need further care an investigation. Implement and monitor adherence to national core standard (norms and standards). Rendering of after-hours service including weekends (commuted overtime). Provide outreach to facilities / service in the catchment area. Facilitate and participate in in the training, development and mentoring of under and postgraduate student, nurses, medical interns, community service, and medical officers. Doing research and supervising research as part of the duties at the University. Strengthen and promote clinical effectiveness use of data, and appropriate reporting on outputs and health outcomes. Foster effective teamwork and lead the Multidisciplinary ward rounds. Facilitate and ensure effective communication with all management structure within the hospital. Assist with strategic and operational planning of service in the hospital and /or catchment area of the hospital. Management of relevant human resources. Ensure clinical risk management, adherence to Batho Pele Principles and Patient Right Charter.

ENQUIRIES APPLICATIONS : Dr O.B. Modise Tel No: (012) 717 9302 and Dr S Mazibuko Tel No: (012) 521 4032
: Documents must be posted to Jubilee District Hospital Human Resource Department, Private Bag X449, Hammanskraal, 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital or at DGMAH, Human Resource department, 3111 Setlogelo Drive Ga- Rankuwa Unit 2.

NOTE : Applications must be submitted won the new Z83 form (obtained from any public service department or on the internet at w.w.w.dpsa.gov .za/documents) Certified copies of identity document, Senior Certificate, and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the before the day of the interview date. The post is a joint appointment post with DGMAH, Jubilee Hospital and the Department of Psychiatry, School of Medicine, Faculty of Health Science, Sefako

Makgatho University. The post is stationed at DGMAH and rendering outreach services to Jubilee Hospital according to the set schedule and rotation. Short-listed candidates must avail themselves for interviews at a date and time as determined. Applications received after the closing date and those who do not comply with the requirements will not be taken into consideration. Candidates will be subjected to Personnel Suitability Check (PSC) – Verification, Reference checks (At least three, one must be your immediate supervisor) identify verification, qualifications verification, criminal record checks, credit /financial stability checks, and employment verification. The recommended candidate maybe subjected to medical surveillance as requires by the Occupational Health and Safety Act, Act 5 of 1993. The Gauteng Department of Health is guided by the principles of Employment Equity. Therefore, all appointments will be made in accordance with the Employment Equity target of the department. If you have not been contacted within three (3) Months after closing date, please accept that your application was unsuccessful. Note: No faxed or emailed applications will be considered.

CLOSING DATE

: 26 April 2024, Time: 15:00

POST 12/20

: **MEDICAL SPECIALIST (PAEDIATRICS & CHILD HEALTH) REF NO: MRH/2024/12**
Directorate: Medical

SALARY

: R1 214 805 per annum, OSD Grading

CENTRE

: Mamelodi Regional Hospital

REQUIREMENTS

: National Senior Certificate and MBCHB OR equivalent qualification plus FC Paeds (SA) or equivalent which allows current registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Paediatrics. **Grade 1:** Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA. Foreign candidates require one (1) year relevant experience after registration with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service. **Grade 2:** Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA plus 5 years after registration with the HPCSA as a Medical Specialist. Foreign candidates require 6 years relevant experience after registration with a recognized foreign health professional council, of whom it is not required to perform Community Service. **Grade 3:** Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA plus 10 years after registration with the HPCSA as a Medical Specialist. Foreign candidates require 11 years relevant experience after registration with a recognized for Service. Recommendation: Sub-specialist medical knowledge, skills & competencies in Paediatrics will be an added advantage. Competencies: Outstanding clinical skills in field of Paediatrics preferably obtained in public service/environment. Ability and practical experience to provide training for under and postgraduates. Develop and review clinical protocols and guidelines for Paediatrics Quality Management (improvement, assurance, audits, etc.) Leadership, people management, problem solving, decision making and communication skills. Mentoring, coaching, facilitation, teaching and training skills General management skills: human resources, finance, operations, strategy, marketing. Knowledge of relevant protocols, policies, regulations, public service legislation and guidelines. Medical ethics, epidemiology, research and statistics.

DUTIES

: Will cover clinical skills, performance, training, research and supervision & support Provision of Specialist Paediatric services. Participate in the Departmental outreach program to the catchment area Intern, Community Service Doctor's, Medical Officer and Clinical Quality: audits, morbidity and mortality reviews, clinical guidelines, protocols, quarterly reports. Play a leadership role in conducting ward rounds, problem ward rounds, ground ward rounds, multidisciplinary meetings and mortality meeting for teaching purposes. Ensuring unit meeting occur regularly. Patient satisfaction: satisfaction surveys, community consultation and active participation in development of services, waiting times, customization of services. Systems: appropriate level of care, referral pathways, seamless and integrative service delivery systems. To perform overtime duties. Assist with the maintenance of standards of care and implementation of quality of quality improvement programmes within the Department. Assist with the administration of a component of the Paediatric Department.

ENQUIRIES

: Dr EB Mankge Tel No. (012) 841 8305

APPLICATIONS

: Applications must be submitted to: Mamelodi Regional Hospital, Human Resource Department, Private Bag X0032, Rethabile, 0122, hand delivery to: Human Resource ,19472 CNR Tsamaya Avenue and Serapeng Street, Mamelodi Regional Hospital.

FOR ATTENTION

: Mr MH Hlophe Tel No: (012) 841 8329, Recruitment Section

NOTE

: Applications must be submitted on a New Z83 form obtainable from any Public Service Department or from the DPSA website, which must be completed in full, and copy of CV .Only shortlisted candidates will be requested to bring certified copies of qualifications and after acquired documents .The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. The specific reference number of the post must be correctly quoted failure to comply with these instructions will disqualify applications from being fairly processed. Candidates will be subjected to Medical Surveillance, Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record check and employment refence check. Jobs are not for sale at Mamelodi Regional Hospital

CLOSING DATE

: 03 May 2024

POST 12/21 : **MEDICAL SPECIALIST (OBSTETRICS AND GYNAECOLOGY) REF NO: MRH/2024/04**
Directorate: Clinical

SALARY : R1 214 805 – R2 001 927 per annum, (OSD Grading grading)
CENTRE : Mamelodi Regional Hospital
REQUIREMENTS : National Senior Certificate or equivalent MBCHB Degree post graduate qualification that allows current registration with HPCSA (2024/2025): as Medical Specialist in Obstetrics and Gynaecology. Offer will be based on proven years of experience. **Grade 1:** Appropriate Qualification in the relevant discipline that allows registration as Medical Specialist with HPCSA. **Grade 2:** A minimum of 5 years appropriate experience as Medical Specialist after registration with HPCSA in a recognised sub speciality **Grade 3:** A minimum of 10 years appropriate experience as Medical Specialist after registration with HPCSA in a recognised sub speciality. Knowledge and Skills: Knowledge of Public service legislation, policies and procedures. Excellent time management, written and verbal communication skills and report writing skills. Good-interpersonal skills with colleagues and other departments. Honesty, integrity and high work ethics.

DUTIES : The incumbent will be responsible to interview, investigate, diagnose and oversee the treatment of patients. Improve quality of care that provides appropriate clinical care supervising junior medical staff. Attendance of relevant administrative meetings like mortality meetings near miss meeting and completing medico legal document timeously (especially death certificate). Participation in academic program in the hospital and all activities of the discipline in relation to teaching and research. Ensure proper and accurate record keeping as legally and ethically required. Required to do clinical audits and where necessary improvement plan. Service delivery and medical administration: Provide outreach, in-reach and Support services, rendering commuted overtime is compulsory. Involvement in teaching and training. Conduct Research. Perform clinical governance and ensure compliance with all legal and statutory requirements with OHSC, HPCSA, CMSA. Medical Administration: Perform all reasonable duties as directed by the Head of Department: Obstetrics and Gynaecology/ Head of Clinical Services. Monitoring and evaluating of relevant clinical effectiveness indicators.

ENQUIRIES : Dr EB Mankge Tel No: (012) 841 8305
APPLICATIONS : Applications must be submitted to: Mamelodi Regional Hospital, Human Resource Department, Private Bag X0032, Rethabile, 0122, hand delivery to: Human Resource ,19472 CNR Tsamaya Avenue and Serapeng Street, Mamelodi Regional Hospital.

FOR ATTENTION : Mr MH Hlophe Tel No: (012) 841 8329, Recruitment Section
NOTE : Applications must be submitted on a New Z83 form obtainable from any Public Service Department or from the DPSA website, which must be completed in full, and copy of CV. Only shortlisted candidates will be requested to bring certified copies of qualifications and after acquired documents. The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. The specific reference number of the post must be correctly quoted failure to comply with these instructions will disqualify applications from being fairly processed. Candidates will be subjected to Medical Surveillance, Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record check and employment refence check. Jobs are Not for sale at Mamelodi Regional Hospital.

CLOSING DATE : 03 May 2024

POST 12/22 : **MEDICAL OFFICER GRADE 3 REF NO: ODI/05/04/2024/01**

SALARY : R1 197 150 - R1 491 627 per annum
CENTRE : Odi District Hospital
REQUIREMENTS : Basic medical degree (MBCHB) or equivalent and currently registered with the Health Professional Council of South Africa (HPCSA) as a medical practitioner. A minimum of 10 years appropriate experience as a medical Officer. Experience as a Medical Officer post Community Service. Recommendations: Experience working in District health services including clinics. Experience working in general medical practice, Mental health, obstetrics, HAST, and emergency Unit and use of current national clinical protocols. Required clinical skills includes: Consultation, history taking, examination, clinical assessment, management procedures and ensuring continuity of patient care. Good professional attitude/ conduct, good communication skills, good professional ethics, team work and good medical record keeping.

DUTIES : Patient care, Attendance of relevant administrative meetings like mortality and mobility meetings and completion of Medico legal documents timeously (e.g. Death certificate, mental health forms, J88 forms and medical reports when requested by financial institutions. Reduce medical litigation by exercising good clinical ethos. Implement and monitor adherence to National Core Standards. Expected to do: Commuted overtime duties rendered after hours (night, weekend and public holiday) to provide continuous uninterrupted care of patients.

ENQUIRIES : Dr R.T Motsepe Tel No: (012) 725 2436
APPLICATIONS : Kindly forward your application to: Odi District Hospital, Klipgat road, Mabopane, HR Section or posted to: Odi District Hospital, Private Bag X509, Mabopane, 0190.

NOTE : Applicants must submit on a new Z83 application form obtained from any Public Service Department and are not required to submit copies of qualification and other relevant documents on application but must submit detailed curriculum vitae. The communication from HR of the

department regarding the requirements for certified copies of qualifications and other relevant documents will be limited to shortlisted candidates. Therefore, only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR.

CLOSING DATE

: 26 April 2024

POST 12/23

DEPUTY MANAGER: PRIMARY HEALTH CARE REF NO: WRHD/01/04/2024

Directorate: West Rand Health District

This is a re-advertisement therefore candidate who applied previously are encouraged to apply.

SALARY

: R930 747 per annum

CENTRE

: Office of Primary Care: West Rand District Health Services

REQUIREMENTS

: Basic qualification (diploma/degree in Nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC), Post basic qualification (will be an added advantage). Current registration with the SANC. A minimum of 09 years appropriate/recognisable Nursing experience after registration SANC in General Nursing. At least 4 years of the period referred to above must be appropriate/recognisable experience at management level. Other Skills/Requirements: Administrative and advanced Computer literacy to write reports plus District Health Management to be able to develop the Regional Health and Project Management, more experience in the Primary Health Care setting. Knowledge of the application of the relevant statutes and policies governing the public service and health care sciences. Knowledge of the Performance Management and Development System. Knowledge and application of the Constitution; National Health Act; Public Service Act, Public Service Regulations, Basic Conditions of Employment Act, Labour Relations Act, Public Finance Management Act and Treasury Regulations. Understanding the application of the Batho-Pele principles, Patients' rights charter and quality assurance system. Well-developed communication, presentation, negotiation and research skills. Strategic, operational and people management skills. Ability to interact with diverse stakeholders and health users and givers. Facilitation and co-ordination skills. Problem solving, planning and organizing skills. Computer literacy and report writing skills. Applicants to possess driver's license. NB!! A practical test relating to key areas of knowledge and skills may form part of the selection process for this position. Correspondence & engagement will only be entered into with shortlisted candidates who meet the requirements. Additional advantageous skills include project management.

DUTIES

: The essential role is to provide leadership, coordinate, plan, manage, and supply effective administration support to the Primary Health Care and Health Programmes in the sub-district. Ensure implementation of the District Health System using the PHC approach including Community Based and Outreach Services with the National and Provincial framework. Plan for the implementation of National Health Insurance (NHI). The key performance areas (KPA's): Preserve good working conditions; optimum resource utilization; process improvement; safety and prevention planning and control; and regularly work within the legislative, regulation and policies frameworks. the key results areas (KRA's): Patient and staff satisfaction always; smooth service management; secure operational cost control; and quality checks occur uninterrupted; and Maintain record keeping. the supervision and leadership acumen: Strive to have the ability or quality to motivate and inspire others to achieve the set goal; and command the process of planning, organizing, implementing, coordinating, and controlling activities. Excellent written communication skills, including the ability to prepare documents; and display the capacity in human resource planning, and people management.

ENQUIRIES

: Ms T. Karigani Tel No: (011) 953 2152 (Monday to Friday: from 08h00 to 16h00)

APPLICATIONS

: Applications must be submitted to West Rand Health District Services, Cnr Luipaard and Vlei Street, Krugersdorp, or Private bag X2053, Krugersdorp, 1740. No faxed applications will be considered.

NOTE

: Applicants are not required to submit copies of qualifications and other relevant documents when applying but submit fully completed Z83 form and detailed Curriculum Vitae. Only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following Communication from HR. If you have not been contacted within three months, After the closing date, please accept that your application was unsuccessful. The recommended candidate/s may be subject to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. The Gauteng Department of Health is guided by the principles of Employment Equity; therefore, all the appointments will be made in accordance with the Employment Equity target of the department. No applications will be considered after the closing date.

CLOSING DATE

: 26 April 2024 at 16h00.

POST 12/24

DEPUTY MANAGER NURSING REF NO: EHD2024/04/03

Directorate: District Specialist Mental Health Team

This post is a re-advertisement, applicants who applied previously are encouraged to re-apply.

SALARY

: R930 747 - R1 045 731 per annum. (all-inclusive remunerative package)

CENTRE

: Ekurhuleni Health District

REQUIREMENTS

: Grade 12 with Basic qualification accredited with the SANC in terms of Government Notice 425 (i.e. diploma/degree in nursing) that allows registration with SANC as a Professional Nurse One-

year qualification in Advanced Psychiatric Nursing Science will be an added advantage A minimum of 9 years' appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing At least 4 years' of the period referred to above must be appropriate/recognizable experience at management level. A valid driver's license is essential. Must be able to work under pressure, have strong leadership skills, good verbal and written communication skills, sound interpersonal skills, project management skills, financial and human resource management skills Computer literacy is essential Ability to work independently, and in a multidisciplinary context Analytic thinking, independent decision making and problem-solving. Evidence of current registration with SANC.

DUTIES

: Conduct a situational analysis of mental health services in the district. Develop an action plan towards improvement in mental health services. Ensure that quality mental health services are provided according to professional standards and ethical principles. Establish routine ongoing training and supervision for PHC and mental health teams. Establish referral pathways and coordination with all stakeholders. Monitor and evaluate services and implementation of the mental health operational plan through appropriate tools and indicators. Establish and maintain Inter-sectoral and inter-disciplinary collaboration and coordination. Participate in or conduct research and translate findings into improved services. Provide guidance and leadership towards the realization of strategic goals and objectives of the department. Develop and/or review and monitor the implementation of policies, programs, regulations, practices, procedures and standards pertaining to mental health care. Utilize information technology and other management information systems to manage mental health information for the enhancement of service delivery. Manage and utilize resources in accordance with relevant directives and legislation: (Human, Financial, Physical and Material resources). Provide technical and management support to the district, hospitals, Mental Health NGOs, Substance Abuse Rehabilitation Centres and Contracted Care Centres.

ENQUIRIES

APPLICATIONS

: Dr K Maaroganye Tel No: (011) 876 - 1836/ 063 607 3796
 : Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 or posted to The Human Resource Manager, Private Bag X1005, Germiston, 1400.

NOTE

: Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicants should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disabilities are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.

CLOSING DATE

: 26 April 2024

POST 12/25

: **MEDICAL OFFICER GRADE 1 REF NO: ODI/05/04/2024/02**

SALARY

CENTRE

REQUIREMENTS

: R906 540 - R975 738 per annum
 : Odi District Hospital
 : Basic medical degree (MBCHB) or equivalent and currently registered with the Health Professional Council of South Africa (HPCSA) as a medical practitioner. **Grade 1:** Officer: from 0 to 5 years appropriate experience as a medical Officer. experience as a Medical Officer post Community Service. Recommendations: Experience working in District health services including clinics. Experience working in general medical practice, Mental health, obstetrics, HAST, and emergency Unit and use of current national clinical protocols. Required clinical skills includes: Consultation, history taking, examination, clinical assessment, management procedures and ensuring continuity of patient care. Good professional attitude/ conduct, good communication skills, good professional ethics, team work and good medical record keeping.

DUTIES

: Patient care, Attendance of relevant administrative meetings like mortality and mobility meetings and completion of MEDICO legal documents timeously (e.g. Death certificate, mental health forms, J88 forms and medical reports when requested by financial institutions. Reduce medical litigation by exercising good clinical ethos. Implement and monitor adherence to National Core Standards. Expected to do: Commuted overtime duties rendered after hours (night, weekend and public holiday) to provide continuous uninterrupted care of patients.

ENQUIRIES

APPLICATIONS

: Dr Motsepe RT Tel No: (012) 725 2436
 : Kindly forward your application to: Odi District Hospital, Klipgat road, Mabopane, HR Section or posted to: Odi District Hospital, Private Bag X509, Mabopane, 0190.

NOTE

: Applicants must submit on a new Z83 application form obtained from any Public Service Department and are not required to submit copies of qualification and other relevant documents on application but must submit detailed curriculum vitae. The communication from HR of the

department regarding the requirements for certified copies of qualifications and other relevant documents will be limited to shortlisted candidates. Therefore, only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR.

CLOSING DATE

: 26 April 2024

POST 12/26

: **ASSISTANT MANAGER (PNB-4) REF NO: TDHS/A/2024/31 (X1 POST)**

Directorate: Laudium CHC

SALARY

: R683 838 - R767 184 per annum, (plus benefits)

CENTRE

: Tshwane Health District Services

REQUIREMENTS

: Matric / Senior Certificate / Grade 12, a basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse plus a post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (R48) or an Advanced Midwifery and Neonatal Science (R212) accredited with SANC plus a Post Basic qualification of a minimum duration of one-year in Nursing Administration or Management or Health Care Services Management obtained from a recognised and registered tertiary institution and similarly, recognised by SAQA (i.e. NQF level 7 or 6 for a Degree or Diploma respectively). Current registration with the SANC as Professional Nurse. A minimum of 10 years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 6 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1-year post basic qualification in the relevant speciality. At least 3 years of the period referred to above must be appropriate/recognisable experience at management level. Unendorsed & valid driver's licence, be computer-use literate & competent. NB!! Shortlisted Candidates will be assessed for computer competency. Other Skills / Requirements: Knowledge of the application of the relevant statutes and policies governing the public service and nursing profession. Knowledge of the Performance Management and Development System Knowledge and application of Nursing Act, Public Service Act, Public Service Regulations, Basic Conditions of Employment Act, Labour Relations Act, Public Finance Management Act and Treasury Regulations. Understanding the application of the Batho-Pele principles, Patients' rights charter and quality assurance system. Well-developed communication, presentation, negotiation and research skills. Operational and people management skills. Ability to interact with diverse stakeholders and health users and givers. Computer literacy and report writing skills. Facilitation and co-ordination skills. Problem solving, planning and organizing skills.

DUTIES

: Responsive and accountable stewardship of District Health Services by overseeing to it that Annual Performance Plan targets are met by: Providing comprehensive District Health Services ranging from nursing services in mental health, maternal & child health, in-and out-patients, occupational, infection, environmental, rehabilitative, quality assurance and any associated care as may be deemed fit by the relevant authority(ies). Monitor that the Sub-District meets and/or exceeds set performance targets & aspirations. Implement Batho-Pele principles, Patient Rights Charter. Ensure implementation of Quality Assurance determinations, including Ideal Health Facility Realisation Programme and Office of the Health Standards Compliance prescripts. Monitor development, implementation, monitoring and evaluation of Quality Improvement Plans. Manage the development, implementation and updating of relevant Standard Operating Procedures. Ensure effective and efficient management of human, financial & material resources. Proactively, independently & autonomously manage labour relations affairs, including consequential management. Promote practice and compliance with ethical and professional expectations. Operate and manage relevant District Health Information Management Systems (DHIMS); particularly producing top-end data. Liaise the Health Centre with Sub-District, District and all other essential stake-holders.

ENQUIRIES

: Mr SR Makua Tel No: (012) 354 7687 / 079 872 6077; Monday to Friday; during office hours

APPLICATIONS

: Applications must be submitted to Tshwane District Health Services, 3319 Fedsure Forum Building, Cnr Lilian Ngoyi and Pretorius Street, Pretoria, 0001, Application Box, First Floor Reception. No faxed applications will be considered.

NOTE

: Applicants are not required to submit copies of qualifications and other relevant documents when applying but submit fully completed Z83 form and detailed Curriculum Vitae. Only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following Communication from HR. If you have not been contacted within three months, After the closing date, please accept that your application was unsuccessful. The recommended candidate/s may be subject to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. The Gauteng Department of Health is guided by the principles of Employment Equity; therefore, all the appointments will be made in accordance with the Employment Equity target of the department. No applications will be considered after the closing date.

CLOSING DATE

: 26 April 2024

POST 12/27

: **ASSISTANT MANAGER NURSING: (AREA MANAGER (PNB-4) REF NO: TDHS/A/2024/32**

Directorate: PHC Sub District 1

SALARY

: R683 838 - R767 184 per annum

<u>CENTRE REQUIREMENTS</u>	: Tshwane District Health Services : Grade 12/Matric, Basic R425 qualification (i.e. diploma/degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse plus a Post basic qualification in Clinical Nursing science ,Health Assessment, Treatment and Care with duration of at least 1 year and accredited with the SANC plus post basic qualification of a minimum duration of one-year in Nursing Administration/Management or in Health Care Services Management obtained from a recognised and registered tertiary institution and similarly, recognised by SAQA. Current registration with the SANC as Professional Nurse. A minimum of 10 years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 6 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1-year post basic qualification in the relevant Clinical Nursing Science, Health Assessment, Treatment and Care. At least 3 years of the period referred to above must be management experience in in either District Health Services or PHC Setting. Valid Driver's license is a requisite. Potential candidates should be computer-use competent on related modern-day functions & activities. Other Skills / Requirements: Knowledge of the application of the relevant statutes and policies governing the public service and nursing profession. Knowledge of the Performance Management and Development System. Knowledge and application of Nursing Act, Public Service Act, Public Service Regulations, Basic Conditions of Employment Act, Labour Relations Act, Public Finance Management Act and Treasury Regulations. Understanding the application of the Batho-Pele principles, Patients' rights charter and quality assurance system. Well-developed communication, presentation, negotiation and research skills. Operational and people management skills. Ability to interact with diverse stakeholders and health users and givers. Facilitation and co-ordination skills. Problem solving, planning and organizing skills. Effective and competent use of modern-day technology to communicate and advance any other departmental mandates. Shortlisted Candidates may be assessed for computer competency as part of selection.
<u>DUTIES</u>	: Responsive and accountable stewardship of District Health Services by overseeing to it that Annual Performance Plan targets are met by: Providing comprehensive District Health Services ranging from nursing services in mental health, maternal & child health, in-and out-patients, occupational, infection, environmental, rehabilitative, quality assurance and any associated care as may be deemed fit by the relevant authority(ies). Implement Batho- 102 Pele principles, Patient Rights Charter. Ensure implementation of Quality Assurance determinations, including Ideal Health Facility Realisation Programme and Office of the Health Standards Compliance prescripts. Monitor development, implementation, monitoring and evaluation of Quality Improvement Plans. Manage the development, implementation and updating of relevant Standard Operating Procedures. Ensure effective and efficient management of all resources. Promote practice and compliance with ethical and professional expectations. Operate and manage relevant District Health Information Management Systems (DHIMS) Liaise the Sub-District, District and all other essential stakeholders.
<u>ENQUIRIES APPLICATIONS</u>	: Ms SR Kanama at 083 358 5454 during office hours only (08h00- 16h00) : Applications must be submitted to Tshwane District Health Services, 3319 Fedsure Forum Building, Cnr Lilian Ngoyi and Pretorius Street, Pretoria 0001, Application Box, First Floor Reception. No faxed applications will be considered.
<u>NOTE</u>	: Applicants are not required to submit copies of qualifications and other relevant documents when applying but submit fully completed Z83 form and detailed Curriculum Vitae. Only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following Communication from HR. If you have not been contacted within three months, After the closing date, please accept that your application was unsuccessful. The recommended candidate/s may be subject to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. The Gauteng Department of Health is guided by the principles of Employment Equity; therefore, all the appointments will be made in accordance with the Employment Equity target of the department. No applications will be considered after the closing date.
<u>CLOSING DATE</u>	: 26 April 2024
<u>POST 12/28</u>	: <u>HEAD OF DEPARTMENT: PRIMARY CARE NURSING PND III REF NO: REFS/020318</u> Directorate: Gauteng College of Nursing
<u>SALARY CENTRE REQUIREMENTS</u>	: R645 720 – R745 425 per annum, (plus benefits) : Gauteng College of Nursing (GCON): SG Lourens Campus : A Grade 12/National Senior Certificate. A Basic qualification accredited with SANC in terms of Government Notice R.425 (i.e., diploma/degree in Nursing) or equivalent qualification that allows registration with South African Nursing Council (SANC) as Professional Nurse and Midwife/ Accoucheur. A Post-basic qualification in: Nursing Education and Nursing Administration registered with SANC. A minimum of 9 years' appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing and Midwifery. A minimum of 5 years, of the period referred to above must be appropriate/recognizable experience in Nursing Education after obtaining the one-year Post–basic qualification in Nursing Education. A post basic qualification in R.48 programme. Master's degree in Nursing. Computer literacy. Valid driver's licence. Skills And Knowledge: Knowledge of procedures and processes related to basic and post basic programmes, knowledge of relevant Acts and Legislations, Code of ethics

- and Professional Practice of South African Nursing Council. Knowledge in Human Resource and Finance matters. Sound communication and Leadership skills. Good communication, supervisory, report writing and presentation skills. Ability to work in a team and under pressure.
- DUTIES** : Coordinate the facilitation of teaching and learning in theory. Coordinate Work Integrated Learning (WIL). Collaborate with other stakeholders and build a sound relationship within the Department of Health. Participate in day-to-day management of the Campus. Coordinate scholarly research and community engagement activities. Facilitate budget needs for Academic components of the campus. Provide Academic support to students. Develop, implement, review, and evaluate the curricula of academic programmes.
- ENQUIRIES APPLICATIONS** : Mr. CAM Molokwane Tel No: (012) 319 5620
: All applications should be submitted online only at <http://professionaljobcentre.gpg.gov.za/>. NB: For assistance with online applications please e-mail your query to e-recruitment@gauteng.gov.za
- NOTE** : Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed New Z83 form and a detailed Curriculum Vitae (CV) stating all competencies, training, and knowledge of an applicant. Shortlisted candidates will be required to present certified copies of qualifications and other relevant documents on or before the day of the interview. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Correspondence will be limited to shortlisted candidates. If you have not been contacted within 3 months of the closing date of this advertisement, please accept that your application was unsuccessful. No hand delivery faxed or e-mailed applications will be accepted. Applications will be subjected to a pre-employment Medical Surveillance, personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification). The employment decision shall be informed by the Employment Equity Plan of the institution. It is the intention of the institution to promote equity (race, gender and disability) through the filling of this post. Preference will be given to Coloured, Indian and White males. The institution reserves the right not to appoint. NB: Travelling and relocation costs will not be paid.
- CLOSING DATE** : 26 April 2024
- POST 12/29** : **HEAD OF DEPARTMENT: STUDENT AFFAIRS REF NO: REFS/020317**
Directorate: Gauteng College of Nursing
- SALARY CENTRE REQUIREMENTS** : R645 720 – R745 425 per annum, (plus benefits)
: Gauteng College of Nursing (GCON): SG Lourens Campus
: Grade 12/National Certificate or equivalent. A basic qualification registered with the South African Nursing Council (SANC). A Degree in Nursing/Post basic qualification in Nursing Education and Nursing Administration registered with SANC. A moderator and assessor course registered with SANC. Minimum of 9 years' appropriate/recognized nursing experience after registration as a Professional Nurse with the SANC in General nursing and Midwifery. A minimum of 5 years of the period referred to above must be appropriate/recognizable experience in Nursing Education after obtaining the nursing education qualification procedures related to management of data/records. Ability to work in a team and under pressure. Drivers' licence. Computer literate. Knowledge of procedures and processes related to undergraduate and postgraduate Nursing Programmes. A thorough knowledge and application of the SANC legislation, Code of Ethics, Nursing Standards and Scope of Practice, Public Service Prescripts; legislation relevant to Higher Education. Knowledge of Human Resource and Finance management. Experience in planning, organizing, evaluation, leading and controlling. Good communication, supervisory, report writing and presentation skills. Computer skills in MS Word, MS Excel, MS PowerPoint.
- DUTIES** : Management and supervision of the Student Affairs Department which includes planning, monitoring processes for statistical data collection and analyse data, develop reports, monitoring of reporting systems and instruments; dealing with students' matters such as registration, course terminations, course extensions, student appeal, planning and implementation of graduation and prize giving ceremonies; exam preparation; develop, review and evaluate policies and circulars; ensure structured and relevant record keeping according to legislative requirements; management of the processes of student applications, recruitment, selection and acceptance. Ensure proper, accurate and timeous communication of students' examination results. Manage, supervise, monitor, and report on all Student Affairs matters. Communicate with the clinical stakeholders to ensure an effective teaching and learning environment (including situational analysis, ensuring units meet the SANC and CHE accreditation requirements). Collaborate with stakeholders and build a sound relationship within the Departments. Implement continuing education and Research activities. Plan, implement and review policies and processes to ensure the Campus meets all SANC and CHE accreditation requirements. Participate in the daily management of the Campus.
- ENQUIRIES APPLICATIONS** : Mr. CAM Molokwane Tel No: (012) 319 5620
: applications should be submitted online only at <http://professionaljobcentre.gpg.gov.za/> . NB: For assistance with online applications please e-mail your query to e-recruitment@gauteng.gov.za
- NOTE** : Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the New Z83 form and a detailed Curriculum Vitae (CV) stating all competencies, training, and knowledge of an applicant. Shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the day of the

interview. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Correspondence will be limited to shortlisted candidates. If you have not been contacted within 3 months of the closing date of this advertisement, please accept that your application was unsuccessful. No hand delivery faxed or e-mailed applications will be accepted. Applicants will be subjected to a pre-employment Medical Surveillance, personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification). The employment decision shall be informed by the Employment Equity Plan of the Institution. It is the intention of the institution to promote equity (race, gender, and disability) through the filling of this post. Preference will be given to Coloured, Indian and White males. The institution reserves the right not to appoint. NB: Travelling and relocation costs will not be paid.

CLOSING DATE

: 26 April 2024

POST 12/30

: **HEAD OF DEPARTMENT: STUDENT COUNSELLING AND DEVELOPMENT REF NO: REFS/020316**

Directorate: Gauteng College of Nursing

SALARY

: R645 720 – R745 425 per annum, (plus benefits)

CENTRE

: Gauteng College of Nursing (GCON): SG Lourens Campus

REQUIREMENTS

: Grade 12/National Certificate or equivalent. A basic qualification registered with the South African Nursing Council (SANC). A Degree in Nursing/Post basic qualification in Nursing Education and Nursing Administration registered with SANC. Diploma in psychiatric Nursing or Psychology level 3. A moderator and assessor course registered with SANC. Minimum of 9 years' appropriate/recognized nursing experience after registration as a Professional Nurse with the SANC in General nursing and Midwifery. A minimum of 5 years of the period referred to above must be appropriate/recognizable experience in Nursing Education after obtaining the nursing education qualification. Drivers' licence. Knowledge of procedures related to management of data/records. Ability to work in a team and under pressure. Knowledge of procedures and processes related to undergraduate and Postgraduate Nursing Programmes. A thorough knowledge and application of the SANC legislation, Code of Ethics, Nursing Standards and Scope of Practice, Public Service Prescripts; legislation relevant to Higher Education. Knowledge of Human Resource and Finance management. Experience in planning, organizing, evaluation, leading and controlling. Good communication, supervisory, report writing and presentation skills. Computer skills in MS Word, MS Excel, MS PowerPoint.

DUTIES

: Management and supervision of the Student Counselling and Development Department. Plan and manage learner counselling and support programmes. Implement life and study skills for students. Assessment and referral of individual students with personal problems. Promote general welfare, personal and professional development of students. Support and guidance of students. Conduct classroom presentation to improve academic performance. Policy development, review, and evaluation. Participate in planning and implementation of graduation and Prize giving ceremonies. Report on all Student Counselling matters. Communicate with the relevant stakeholders to ensure an effective teaching and learning environment. Participate in the daily management of the Campus activities.

ENQUIRIES

: Mr. CAM Molokwane Tel No: (012) 319 5620

APPLICATIONS

: applications should be submitted online only at <http://professionaljobcentre.gpg.gov.za/>. NB: For assistance with online applications please e-mail your query to e-recruitment@gauteng.gov.za

NOTE

: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the New Z83 form and a detailed Curriculum Vitae (CV) stating all competencies, training, and knowledge of an applicant. Shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the day of the interview. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Correspondence will be limited to shortlisted candidates. If you have not been contacted within 3 months of the closing date of this advertisement, please accept that your application was unsuccessful. No hand delivery faxed or e-mailed applications will be accepted. Applicants will be subjected to a pre-employment Medical Surveillance, personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification). The employment decision shall be informed by the Employment Equity Plan of the Institution. It is the intention of the institution to promote equity (race, gender, and disability) through the filling of this post. Preference will be given to Coloured, Indian and White males. The institution reserves the right not to appoint. NB: Travelling and relocation costs will not be paid.

CLOSING DATE

: 26 April 2024

POST 12/31

: **OPERATIONAL MANAGER (PHC) REF NO: TDHS/A/2024/33 (X1 POST)**

Directorate: Nursing

SALARY

: R627 474 – R703 752 per annum, (plus benefits)

CENTRE

: Tshwane Health District – Laudium CHC

REQUIREMENTS

: Matric / Snr Certificate / Grade 12, Valid ID, Basic qualification accredited with SANC in terms of Government Notice 425 (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a General Nurse & Midwifery plus a post basic nursing qualification

(Primary Health Care / Nursing Assessment, Diagnosis and Treatment) with duration of at least 1 year accredited with SANC in terms of government notice No. 212 plus a Post Basic (NQF level 7 for a Degree) or (NQF level 6 for a Diploma) qualification of a minimum duration of one-year in Nursing Administration / Management or in Health Care Services Management obtained from a recognised and registered tertiary institution and similarly, recognised by SAQA. A minimum of 9 years appropriate/recognizable experience in nursing after registration as a professional nurse with SANC, at least 3 years of the period referred to above must be appropriate/recognizable experience in nursing management, should be able to demonstrate knowledge of legislations relevant to health care services. The candidate should be computer literate and possess a valid & unendorsed driver's licence including competency in driving. Shortlisted candidates will be assessed for computer-use competency. Correspondence & engagement will only be entered into with candidates who meet the requirements.

DUTIES

: To plan, organise and monitor the objectives of the PHC facility in the consultation with District Management & Subordinates. Provision of Quality Nursing Care through the implementation of standards, policies and procedures coupled with supervision and monitoring the implementation thereof. To provide a therapeutic environment to staff, patients and the public. To effectively manage the utilisation and supervision of human, material and financial resources. Coordination of the provision of effective training and research. Maintain professional growth / ethical standards and self-development. Implement & monitor aspirations of PMDS. Implementation and management of Infection Control and Prevention Protocols as well as Occupational Health & Safety Standards. Maintain accurate and oversee completion of patient records according to legal requirements. Operate and manage relevant District Health Information Management Systems (DHIMS); particularly producing top-end data. To participate in quality improvement programmes and activities. Have insight and be able to conduct Ideal Health Facility Realisation assessments. Have deep insight into OHSC processes and prescripts. Conduct periodical clinical audits. Participate in staff & student development activities. Exercise independent control over discipline, grievance and labour relations issues according to the existing policies and procedures. Identify, develop and exercise management of risk in the work-place. Liaise the Sub District, District and all other essential stake-holders systems within the unit. Uphold the Batho Pele and Patients' Rights Principles.

ENQUIRIES APPLICATIONS

: Mr SR Makua at 079 872 6077; Monday to Friday and during office hours only
 : Applications must be submitted to Tshwane District Health Services, 3319 Fedsure Forum Building, Cnr Lilian Ngoyi and Pretorius Street, Pretoria 0001, Application Box, First Floor Reception.

NOTE

: Applicants are not required to submit copies of qualifications and other relevant documents when applying but submit fully completed Z83 form and detailed Curriculum Vitae. Only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following Communication from HR. If you have not been contacted within three months, After the closing date, please accept that your application was unsuccessful. The recommended candidate/s may be subject to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. The Gauteng Department of Health is guided by the principles of Employment Equity; therefore, all the appointments will be made in accordance with the Employment Equity target of the department. No applications will be considered after the closing date.

CLOSING DATE

: 26 April 2024 at 15h00

POST 12/32

: **OPERATIONAL MANAGER NURSING SPECIALTY (PN-B3) REF NO: CHBAH 810 (X1 POST)**
 Directorate: Nursing Services (Clinical Support FBU: Operating Theatre)

SALARY CENTRE REQUIREMENTS

: R627 474 per annum, (all inclusive)
 : Chris Hani Baragwanath Academic Hospital
 : Basic R425 qualification (i.e., diploma or degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post basic qualification in Health Services Management will be an added advantage. Current registration with the South African Nursing Council. A minimum of nine (9) years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with the SANC in General Nursing. At least five (5) years of the period referred to above must be appropriate/recognizable experience in a clinical specialty after obtaining the one (1) year post-basic qualification in Operating Theatre Nursing Science. Competencies/Knowledge/Skills: Competencies: leadership, ward management/ward administration, planning, organizing, co-ordination, and communication skills. Ability to take charge and make appropriate independent decisions. Display empathy for patients, promoting advocacy and facilitating holistic treatment and care. Knowledge of administrative policies and guidelines.

DUTIES

: Delegate, supervise and co-ordinate the provision of effective and efficient patient care through adequate nursing care. Initiate and participate in health promotion to ensure consistent communication of relevant, accurate and comprehensive information on health care. Develop/establish and maintain constructive relationships with nursing and other stake holders (i.e.inter-personal, inter-sectoral and multi-disciplinary teamwork). Participate in the analysis, formulation of nursing guidelines, norms and standards. Implementation of Ideal Hospital Maintenance Framework Version 2.0. Manage effective utilization and supervision of human, financial and material resources. Co-ordination of provision of effective training and research. Be

allocated to work night shifts, weekends, public holidays and relieve the supervisor when required. Maintain professional growth/ethical standards and self-development. Management of personnel performance and review thereof. (Contracting, Midterm review and final assessment) Mr. N.B. Mulaudzi Tel No: (011) 933 9779/0134

ENQUIRIES
APPLICATIONS

: Applications can be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital from 8am to 3pm at Ground Floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808 and or via courier (Kindly note that the application forms received by the institution after the closing date of the advert irrespective of the reasons will not be considered). No faxed applications will be considered.

NOTE

: Applications must be submitted on the new Z83 form. The application form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The new Z83 must be fully completed (Please refer on the left side of Z83 special notes for clarity) and must be initialled and signed. On the Z83 application form, the Department where position was advertised should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications, service certificate and other relevant documents on application. Z83 form must be accompanied by recently updated detailed Curriculum Vitae. All experience should be in a chronological order. The experience on the Curriculum Vitae must contain the institution, position, and dates (DD/MM/YYYY) indicating the starting and ending period to be able to calculate the years of experience. The information on the new Z83 must be in sync/correspond with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications, service certificate and other relevant documents on or before the interview. Candidates in possession of a foreign qualification will be required to furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) only when shortlisted. HR will conduct Personnel Suitability Checks (PSC) and Verification Checks. The Department reserve the right to conduct verification beyond information provided, where necessary. Failure to submit all the relevant information mentioned above with the exception of HR verification checks, will result in the candidate being disqualified. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities are encouraged apply.

CLOSING DATE

: 26 April 2024

POST 12/33

: **ASSISTANT MANAGER NURSING (AREA/HEAD OF NURSING SERVICES) REF NO: HRM/2024/06**
Directorate: Nursing

SALARY
CENTRE
REQUIREMENTS

: R627 474 - R654 960 per annum, (OSD)
: Mamelodi Regional Hospital
: National Senior Certificate. Basic qualifications accredited with the SANC in terms of Government notice R425. (i.e., Diploma/Degree in nursing). A minimum of 8 years appropriate / recognizable experience in nursing after registration as a professional nurse with SANC in general nursing. At least 3 years of the period referred to above must be appropriate/recognizable experience at management level. Strong leadership, Sound interpersonal and good communication skills. Regulations and legislative framework. Computer literacy. Valid driver's license. Verified proof of experience. Service certificates compulsory South African Nursing Council annual practicing certificate.

DUTIES

: Delegate, supervise and co-ordinate the provision of effective patient care through adequate nursing care. Ensure clinical nursing practice by the nursing teams (units) & institution. Effective leadership in managing disciplines & conflict resolutions. Display a concern for patient, promoting, advocating & facilitating proper treatment & care& ensuring that the units adhere to ministerial priorities; the principals of Batho Pele & Patient Rights Charter. Demonstrate effective communication with patients, community, supervisors, other health professionals & junior colleagues, including more complex report writing when required. Demonstrate basic computer literacy as a support tool to enhance service delivery. Formulation and implementation of nursing guidelines, practice, physical resources. Provision of effective support to nursing services. Maintain professional of effective support to nursing services. Maintain professional growth / ethical standards and self-development. Be informed with labour act practices. Perform any other delegated duties.

ENQUIRIES
APPLICATIONS

: Ms. S Mahlangu Tel No: (012) 841 8363
: Applications must be submitted to: Mamelodi Regional Hospital, Human Resource Department, Private Bag X0032, Rethabile, 0122, hand delivery to: Human Resource, 19472 CNR Tsamaya Avenue and Serapeng Street, Mamelodi Regional Hospital.

FOR ATTENTION
NOTE

: Mr. MH Hlophe Tel No: (012) 841 8329, Recruitment Section
: Applications must be submitted on a New Z83 form obtainable from any Public Service Department or from the DPSA website, which must be completed in full, and copy of CV .Only

shortlisted candidates will be requested to bring certified copies of qualifications and after acquired documents. The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. The specific reference number of the post must be correctly quoted. Failure to comply with these instructions will disqualify applications from being fairly processed. Candidates will be subjected to Medical Surveillance, Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record check and employment reference check). Jobs are not for sale at Mamelodi Regional Hospital.

CLOSING DATE

: 03 May 2024

POST 12/34

: **CHIEF MEDICAL ORTHOTIST AND PROSTHETIST REF NO: CHBAH 811 (X1 POST)**
Directorate: Orthopaedic Workshop

SALARY

: R550 785 per annum, (plus service benefits)

CENTRE

: Chris Hani Baragwanath Academic Hospital

REQUIREMENTS

: Bachelor's degree/B Tech or National Diploma qualification in medical orthotics and Prosthetics. Current independent Practitioner registration with Health Professions Council of South Africa as a Medical Orthotist and prosthetist (MOP) for 2024/2025. A minimum of three years' experiences in the orthotics and prosthetic field after registration with- HPCSA. Competencies: Knowledge of Public Service Act and its regulations, Labour Relations Act, Occupational Health and safety Act, Basic Conditions of Employment Act, Computer literacy skills, good communication and interpersonal skills, Problem solving and conflict management skills. Human resources management and Development skills. Research and innovation skills. Ability to work independently within a team and under pressure. Ability to do statistics and analyse it. A valid driver's licence will be an added advantage.

DUTIES

: Supervise all aspects of Human Resources, Orthotics and prosthetics and Orthopaedic Footwear production. Delegate staff and develop clinical and production service schedules. Participate in production work by designing, measuring, fitting, repairing, and adjusting all O & P devices. Teaching and supervising students and newly qualified. Manage (plan, coordinate and implement) MOP service in the allocated section and manage own patient load. Assume relevant functions on behalf of the HOD in his absence. Participate in budgeting, procurement processes as well as monitoring and evaluation. Adhere to timelines. Be willing to undergo continuous training and development programmes. Attend meetings approved by the department.

ENQUIRIES

: D Machaba Tel No: (011) 933 8816

APPLICATIONS

: Applications can be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital from 8am to 3pm at Ground Floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808 and or via courier (Kindly note that the application forms received by the institution after the closing date of the advert irrespective of the reasons will not be considered). No faxed applications will be considered.

NOTE

: Applications must be submitted on the new Z83 form. The application form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The new Z83 must be fully completed (Please refer on the left side of Z83 special notes for clarity) and must be initialled and signed. On the Z83 application form, the Department where position was advertised should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications, service certificate and other relevant documents on application. Z83 form must be accompanied by recently updated detailed Curriculum Vitae. All experience should be in a chronological order. The experience on the Curriculum Vitae must contain the institution, position, and dates (DD/MM/YYYY) indicating the starting and ending period to be able to calculate the years of experience. The information on the new Z83 must be in sync/correspond with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications, service certificate and other relevant documents on or before the interview. Candidates in possession of a foreign qualification will be required to furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) only when shortlisted. HR will conduct Personnel Suitability Checks (PSC) and Verification Checks. The Department reserve the right to conduct verification beyond information provided, where necessary. Failure to submit all the relevant information mentioned above with the exception of HR verification checks, will result in the candidate being disqualified. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities are encouraged to apply.

CLOSING DATE

: 26 April 2024

- POST 12/35** : **CHIEF DIETICIAN REF NO: TDHS/A/2024/34 (X1 POST)**
Directorate: Nutrition
- SALARY** : Grade 1: R520 785 - R578 367 per annum
Grade 2: R595 251 - R658 482 per annum
- CENTRE** : Tshwane District Health Services
- REQUIREMENTS** : Bachelor of Dietetics Degree. Completed community service. Current registration with HPCSA as dietician: independent practice. At least eight years experience working as dietician after completing community service, of which at least two years should have been in public service. Valid driver's licence (manual transmission). Computer literacy in Word, Excel, PowerPoint, internet and e-mail. Other Skills / Requirements: Attendance of Severe Acute Malnutrition (SAM) and Mother Baby Friendly Initiative (MBFI)/lactation management courses will be beneficial. Advanced computer literacy will be beneficial. Good verbal and written communication skills.
- DUTIES** : Render effective, patient centered dietetics service in allocated health facilities in adherence to scope of practice and health protocols. Supervise allocated subordinates. Work with colleagues, relieve as and when the need arises and to work closely with the interdisciplinary team members. Carry out delegated duties. Participate in student training, supervision and performance evaluation. Implement and monitor Integrated Nutrition Programme (INP) strategies, including Vitamin A supplementation, the Community Based Nutrition Initiative, growth monitoring and promotion, Mother Baby Friendly Initiative and Nutrition Counselling, Support and Treatment. Provide nutrition promotion, advocacy and education to communities and counselling and advice to individuals for appropriate nutrition and awareness. Technical support in facilities, including stock control of nutritional supplements, equipment and materials, as well as in-service training of staff. Exercise care with all consumables and equipment. Perform accurate record keeping, data collection and reporting on Nutrition indicators. Participate in quality assurance methods and CPD activities. Communicate effectively with all stakeholders. Adhere to Provincial, Facility and Departmental policies, procedures, guidelines and regulations. Strict adherence to HPCSA and departmental policies.
- ENQUIRIES** : Mrs. Lindi de Bruyn Tel No: (012) 451 9000, ext. 9260
- APPLICATIONS** : Applications must be submitted to Tshwane District Health Services, 3319 Fedsure Forum Building, Cnr Lilian Ngoyi and Pretorius Street, Pretoria, 0001, Application Box, First Floor Reception. No faxed applications will be considered.
- NOTE** : Applicants are not required to submit copies of qualifications and other relevant documents when applying but submit fully completed Z83 form and detailed Curriculum Vitae. Only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following Communication from HR. If you have not been contacted within three months, After the closing date, please accept that your application was unsuccessful. The recommended candidate/s may be subject to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. The Gauteng Department of Health is guided by the principles of Employment Equity; therefore, all the appointments will be made in accordance with the Employment Equity target of the department. No applications will be considered after the closing date.
- CLOSING DATE** : 26 April 2024
- POST 12/36** : **CHIEF DIAGNOSTIC RADIOGRAPHER REF NO: CHBAH 814 (X2 POSTS)**
Directorate: Radiography
- SALARY** : R520 785 per annum, (plus benefits)
- CENTRE** : Chris Hani Baragwanath Academic Hospital
- REQUIREMENTS** : National Diploma in Diagnostic Radiography/Degree. Appropriate qualification that allows registration with the Health Professions Council of South African HPCSA) in Radiography. Minimum of three (3) years' experience as a Diagnostic Radiographer after registration with the Health Professions Council of South Africa. Current registration with HPCSA for 2024/2025. Experience in Digital Radiography and hands-on experience on Radiology Specialities in a Tertiary Institution will be an added advantage: Skills/Competence/Knowledge: Knowledge of relevant public service regulations, legislation, policies, acts and procedures. Computer literacy (Ms Word, Ms. Excel). Compliance with budgeting, Radiographic Quality Assurance, National Core Standards, Health and Safety and Infection Control principles. Good written and communication skills. Ability to work as a member of a multidisciplinary team. Must have a good understanding of public hospital operational systems. Demonstrates effective interpersonal skill, strategic planning organizational skills, leadership qualities and supervisory skills.
- DUTIES** : Render effective patient centred Radiography service for in-and out-patient in adherence to the scope of practice and health protocols. To work with colleagues, relieve as and when the need arises and to work closely with the interdisciplinary team members. Carry out delegated duties. To participate in providing 24-hours radiography services in the hospital. Report to the Assistant Director: Radiography. Supervise, develop, train and monitor the performance of the sub-ordinate staff and other related category of staff in all aspects of service delivery whilst adhering to Batho Pele Principles, Implement and maintain the quality assurance and National Core Standard and norms at departmental level. Adhere to provincial hospital and departmental policies, procedures, guidelines regulations. Perform record keeping, data collection; assist with budget control and assets management. Contribute and participate in professional development of self, colleagues

and members of the interdisciplinary team members. Participate in research project of the department. Communicate effectively with all stakeholders. Perform all the administrative functions required of the job. Supervision and performance evaluation. Implement and maintain the quality assurance and National Core Standard and norms at departmental level. Adhere to provincial, hospital and departmental policies, procedures, guidelines and regulations. Contribute and participate in professional development of self and colleagues. Applicant should be prepared to undergo Medical Surveillance as an inherent job requirement. Comply with the Performance Management and Development System (contracting, quarterly reviews and final assessment)

**ENQUIRIES
APPLICATIONS**

: Mr Khumalo Tel No: (011) 933 8434
: Applications can be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital from 8am to 3pm at Ground Floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808 and or via courier (Kindly note that the application forms received by the institution after the closing date of the advert irrespective of the reasons will not be considered). No faxed applications will be considered.

NOTE

: Applications must be submitted on the new Z83 form. The application form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The new Z83 must be fully completed (Please refer on the left side of Z83 special notes for clarity) and must be initialled and signed. On the Z83 application form, the Department where position was advertised should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications, service certificate and other relevant documents on application. Z83 form must be accompanied by recently updated detailed Curriculum Vitae. All experience should be in a chronological order. The experience on the Curriculum Vitae must contain the institution, position, and dates (DD/MM/YYYY) indicating the starting and ending period to be able to calculate the years of experience. The information on the new Z83 must be in sync/respond with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications, service certificate and other relevant documents on or before the interview. Candidates in possession of a foreign qualification will be required to furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) only when shortlisted. HR will conduct Personnel Suitability Checks (PSC) and Verification Checks. The Department reserve the right to conduct verification beyond information provided, where necessary. Failure to submit all the relevant information mentioned above with the exception of HR verification checks, will result in the candidate being disqualified. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities are encouraged apply.

CLOSING DATE

: 26 April 2024

POST 12/37

: **CHIEF SPEECH THERAPIST & AUDIOLOGIST REF NO: TDHS/A/2024/35**
Directorate: Therapeutic Services: Rehabilitation Program

**SALARY
CENTRE
REQUIREMENTS**

: R520 785 per annum, (plus service benefits)
: Tshwane District Health Services
: Appropriate degree in Speech Therapy & Audiology, Current registration with HPCSA, Valid code 8/10 driver's license (manual transmission). Minimum of 6 years' experience working as a Speech Therapist & Audiologist after registering with HPCSA. Relevant experience in management of personnel and financial management. Other Skills: Knowledge of working in the community-based setting, computer literate, good communication skills, interpersonal skills. Knowledge in relevant policies, protocols and guidelines. Must be Proactive, innovative and a team player. Team leadership skills.

DUTIES

: Render Speech therapy & Audiology service in the allocated area of responsibility in the district that complies with the standards and norms of the Gauteng department of Health. Provide overall management, supervision and control of allocated staff servicing Tshwane District area to ensure smooth service delivery. Implement and contribute to the proper utilization of allocated financial and physical resources. Compile monthly, quarterly and annual team reports, stats, and other administrative duties for therapeutic service unit and submit to the sub-district coordinator. Establish good working relationship with other stake holders within the district e.g Support groups, NGO's, Organizations for people with disabilities etc. Provide community-based Rehabilitation with the focus on Health promotion, prevention and community interventions. Participate in continuous professional development activities. Implement quality assurance policies and develop appropriate quality improvement plans. Attend management meetings and forums. Perform all other allocate duties as delegated by Supervisor/Manager.

**ENQUIRIES
APPLICATIONS**

: Mr Lawrence Shirimane Tel No: (012) 451 9026 / 083 990 4936 (office hours only)
: Applications must be submitted to Tshwane District Health Services, 3319 Fedsure Forum Building, Cnr Lilian Ngoyi and Pretorius Street, Pretoria, 0001, Application Box, First Floor Reception. No faxed applications will be considered.

NOTE : Applicants are not required to submit copies of qualifications and other relevant documents when applying but submit fully completed Z83 form and detailed Curriculum Vitae. Only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following Communication from HR. If you have not been contacted within three months, After the closing date, please accept that your application was unsuccessful. The recommended candidate/s may be subject to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. The Gauteng Department of Health is guided by the principles of Employment Equity; therefore, all the appointments will be made in accordance with the Employment Equity target of the department. No applications will be considered after the closing date.

CLOSING DATE : 26 April 2024

POST 12/38 : **CLINICAL PROGRAMME COORDINATOR GRADE 1 WBPFCOT REF NO: EHD2024/04/05 (X1 POST)**

Directorate: PHC

This post is a re-advertisement, applicants who applied previously are encouraged to re-apply.

SALARY : R497 193 – R559 686 per annum, (plus benefits)

CENTRE : Ekurhuleni Health District (SSDR)

REQUIREMENTS : Grade 12 with Basic qualification accredited with SANC in terms of Government notice R425 (i.e., Diploma/Degree in Nursing) or equivalent that allows registration with South African Nursing Council as a Professional Nurse. Evidence of current registration with SANC. A minimum of 7 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. Experience working in a community outreach setting will be an added advantage. Computer literacy and a valid driver's license is essential. Good communication, presentation and report writing skills. Knowledge and application of Batho Pele Principle. Good organizational and analytical skills. Ability to work independently and in a team and under pressure. Flexibility and good interpersonal relationship with colleagues and stakeholders.

DUTIES : Provide leadership to ward based community outreach teams at sub district level. Training community health workers and outreach team leaders. Supervise and guide outreach team leaders. Stakeholder consultation, liaising with facility managers, programme managers and sub district managers. Collating monthly statistics and do sub district reports. Monitoring and evaluation of team's activities. Order and allocate working resources as per the programmes need. Perform any function as delegated by the supervisor.

ENQUIRIES : Ms N.P Motshale at 073 107 4242

APPLICATIONS : Applications to be sent to Ekurhuleni Health District, Hand Post and other means of posting, deliver to 40 Catlin Street, Germiston, 1400 or Private Bag X1005, Germiston, 1400.

FOR ATTENTION : Human Resource Manager

NOTE : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicants should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disabilities are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.

CLOSING DATE : 26 April 2024

POST 12/39 : **CLINICAL PROGRAMME COORDINATOR GRADE 1 REF NO: CHBAH 812 (X1 POST)**

Directorate: Nursing Services – Clinical Education & Training Unit (CETU)

SALARY : R497 193 per annum, (plus benefits)

CENTRE : Chris Hani Baragwanath Academic Hospital (CHBAH)

REQUIREMENTS : Basic R425 qualification (i.e., diploma or degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A minimum of 7 years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. Exposure working in Nursing Education environment will be added advantage. Post Basic Nursing qualification, with a duration of at least one (1) year in Nursing Education and Child Nursing Science. Diploma in Health Services Management will be an added advantage. Competencies/Knowledge/Skills: Knowledge of Nursing care processes and procedures, nursing statutes, Ideal Hospital Realisation and Maintenance Framework – version 2.0 and other relevant Legal frameworks such as Nursing Act, OHS Act, Patient Right

Charter, Batho Pele Principles, Public Service Regulations, Labour Relations Act. Skills: Leadership, organizational, decision making and problem-solving abilities within the limit of the public sector and institutional policy framework. Financial and budgetary knowledge pertaining to the relevant resource under management. Insight into the procedures and policies pertaining to nursing care. Ability to interact with diverse stakeholders and givers. Good communication skills (verbal and written). Report writing skills. Interpersonal skills including conflict management and counselling.

DUTIES : Coordination of optimal, holistic specialized nursing care with set standards and within a professional / legal framework in CETU. Manage effectively supervision and utilization of resources Human, Material, and monitoring of the services. Coordination of provision of effective training and research. Maintain professional growth / ethical standards and self-development. Display a concern of patients by promoting, advocating and facilitating proper treatment and care and ensuring that the unit adheres to the Principles of Batho Pele and patient centered nursing care. Ensure clinical nursing practice by the nursing team in accordance with the scope of practice and Nursing Standards. Demonstrate an ability to perform research work relevant to Nursing education and related subjects to enhance the quality of CETU. Able to apply technology and programmes to enhance the level of education and teaching programmes. Teaching of clinical nursing practice and nursing standards as determined by the relevant facility.

ENQUIRIES : Mr. N.B. Mulaudzi Tel No: (011) 933 9779/0134
APPLICATIONS : Applications can be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital from 8am to 3pm at Ground Floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808 and or via courier (Kindly note that the application forms received by the institution after the closing date of the advert irrespective of the reasons will not be considered). No faxed applications will be considered.

NOTE : Applications must be submitted on the new Z83 form. The application form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The new Z83 must be fully completed (Please refer on the left side of Z83 special notes for clarity) and must be initialled and signed. On the Z83 application form, the Department where position was advertised should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications, service certificate and other relevant documents on application. Z83 form must be accompanied by recently updated detailed Curriculum Vitae. All experience should be in a chronological order. The experience on the Curriculum Vitae must contain the institution, position, and dates (DD/MM/YYYY) indicating the starting and ending period to be able to calculate the years of experience. The information on the new Z83 must be in sync/correspond with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications, service certificate and other relevant documents on or before the interview. Candidates in possession of a foreign qualification will be required to furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) only when shortlisted. HR will conduct Personnel Suitability Checks (PSC) and Verification Checks. The Department reserve the right to conduct verification beyond information provided, where necessary. Failure to submit all the relevant information mentioned above with the exception of HR verification checks, will result in the candidate being disqualify. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities are encouraged apply.

CLOSING DATE : 26 April 2024

POST 12/40 : **CLINICAL PROGRAMME COORDINATOR GRADE 1 REF NO: CHBAH 813 (X1 POST)**
Directorate: Nursing Services – (Nursing Personnel)

SALARY : R497 193 per annum, (plus benefits)
CENTRE : Chris Hani Baragwanath Academic Hospital (CHBAH)
REQUIREMENTS : Basic R425 qualification (i.e., diploma or degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A minimum of 7 years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. Exposure working in Nursing Education environment will be added advantage. Post Basic Nursing qualification, with a duration of at least one (1) year in Nursing Education and Child Nursing Science. Diploma in Health Services Management will be an added advantage. Exposure in working at Staff Development/Nursing Personnel environment will be added advantage. Diploma in Health Services Management will be added advantage. Competencies/Knowledge/Skills: Computer literacy, Leadership, ward management/administration, planning, organizing, coordination, and communication skills. Ability to take charge and make appropriate independent decisions. Display empathy for patients, promoting advocacy and facilitating holistic treatment and care. Knowledge of administrative policies and guidelines. Prepared to work in stressful conditions as the need arises. Demonstrate

effective communication at all levels of service delivery. Demonstrate an in-depth understanding legislation and ethical practices relating to public service, public health, nursing, and 7 other multidisciplinary health professions acts.

DUTIES

: Supervise, allocate and coordinate Community Service Professional Nurses (Curatorship). Implement nursing ethics, legislation, and related framework. Manage resources effectively and efficiently in the unit. Compile and analyze reports on recruitments and service terminations (death, transfers, and resignations). Collaborating with Nurse Managers in the Cost Centres and Clinical Education & Training Unit (CETU). Collaborate with Human Resources Department (HRD) when processing leaves management and service terminations. Handling of Nursing agencies related matters (Timeous time control sheets submission and, verifying and quality checking of invoices). Representing nursing on different Hospital Committees as assigned by Director Nursing. Perform all the administrative functions required of the job including keeping records of nursing skills based, Applicant should be prepared to undergo medical Surveillance as an inherent job requirement. Comply with the Performance Management and development System (contracting, quarterly reviews and final assessment)

ENQUIRIES

: Mr. N.B. Mulaudzi Tel No: (011) 933 9779/0134

APPLICATIONS

: Applications can be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital from 8am to 3pm at Ground Floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808 and or via courier (Kindly note that the application forms received by the institution after the closing date of the advert irrespective of the reasons will not be considered). No faxed applications will be considered.

NOTE

: Applications must be submitted on the new Z83 form. The application form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The new Z83 must be fully completed (Please refer on the left side of Z83 special notes for clarity) and must be initialled and signed. On the Z83 application form, the Department where position was advertised should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications, service certificate and other relevant documents on application. Z83 form must be accompanied by recently updated detailed Curriculum Vitae. All experience should be in a chronological order. The experience on the Curriculum Vitae must contain the institution, position, and dates (DD/MM/YYYY) indicating the starting and ending period to be able to calculate the years of experience. The information on the new Z83 must be in sync/correspond with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications, service certificate and other relevant documents on or before the interview. Candidates in possession of a foreign qualification will be required to furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) only when shortlisted. HR will conduct Personnel Suitability Checks (PSC) and Verification Checks. The Department reserve the right to conduct verification beyond information provided, where necessary. Failure to submit all the relevant information mentioned above with the exception of HR verification checks, will result in the candidate being disqualified. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities are encouraged apply.

CLOSING DATE

: 26 April 2024

POST 12/41

: **PROFESSIONAL NURSE (SPECIALTY ADVANCE MIDWIFERY) REF NO: MRH/2024/07 (X1 POST)**

Directorate: Nursing

SALARY

: R431 265 - R645 720 per annum, (plus benefits), OSD

CENTRE

: Mamelodi Regional Hospital

REQUIREMENTS

: Grade 12 certificate or equivalent NQF level. Basic qualification accredited with SANC in terms of Government Notice 425 (i.e diploma degree in nursing) or equivalent qualification that allows current registration with the SANC as a Professional Nurse plus a post-basic nursing qualification, with duration of at least 1 year accredited with SANC in terms of Government Notice No R 212 in the relevant speciality (Advance Midwifery and Neonatology). A minimum of 4 years appropriate/recognized experience in nursing after registration as a professional nurse with SANC in general nursing. At least 1 year of the period referred to above must be appropriate/recognisable experience working in maternity after obtaining the one year post basic qualification in Advance Midwifery and Neonatology speciality. Competencies: Skills required. Good communication skills/verbal and written. Report writing skills. Sound interpersonal skills are necessary. Have knowledge of ideal hospital realization and maintenance framework. Computer literacy. Demonstrate a basic understanding of HR and financial policies and practices. Ability to plan and organise own work, time and that of support personnel to ensure smooth running of procedures in maternity.

- DUTIES** : Provision of quality nursing care through the implementation of standards. To develop and ensure implementation of nursing care plans. To participate in quality improvement programmes and clinical audit. Maintain accreditation standards through quality improvement and infection control standards and guidelines. To uphold the Batho Pele and patients' rights charter principles. Maintain accurate and complete patient records according to legal requirements. Participate in staff, students and patients teaching. Ensure ongoing education and in-service training of EMTCT, BFHI and ESMOE. Participate in the implementation of priority programmes to reduce morbidity and mortality rate, communicable and non-communicable diseases. Ensure the use of Maternal and Child updated protocols and guidelines in the hospital. Exercise control over discipline, grievance and Labour Relations issues according to laid down policies and procedures. Manage and supervise effective utilization of all resources e.g., human, financial and material.
- ENQUIRIES APPLICATIONS** : Ms. S. Mahlangu Tel No: (012) 841 8363
: Applications must be submitted to: Mamelodi Regional Hospital, Human Resource Department, Private Bag X0032, Rethabile, 0122, hand delivery to: Human Resource ,19472 CNR Tsamaya Avenue and Serapeng Street, Mamelodi Regional Hospital.
- FOR ATTENTION** : Ms. RM Tloane Tel No: (012) 841 8331, Recruitment Section
Mr MH Hlophe, HR Recruitment Section
- NOTE** : Applications must be submitted on a New Z83 form obtainable from any Public Service Department or from the DPSA website, which must be completed in full, and copy of CV .Only shortlisted candidates will be requested to bring certified copies of qualifications and after acquired documents .The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. The specific reference number of the post must be correctly quoted failure to comply with these instructions will disqualify applications from being fairly processed. Candidates will be subjected to Medical Surveillance, Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record check and employment reference check. Jobs are not for sale at Mamelodi Regional Hospital
- CLOSING DATE** : 03 May 2024
- POST 12/42** : **PROFESSIONAL NURSE SPECIALTY (NEONATAL NURSING SCIENCE/CHILD NURSING SCIENCE) REF NO: MRH/2024/08 (X1 POST)**
Directorate: Nursing
- SALARY CENTRE REQUIREMENTS** : R431 265 - R645 720 per annum, (plus benefits), OSD
: Mamelodi Regional Hospital
: Grade 12 certificate or equivalent NQF level. A basic R425 qualification (i.e, Diploma/Degree in nursing or equivalent that allows current registration as a Professional Nurse. minimum of 4 years appropriate/recognized experience in nursing after registration as a professional nurse with SANC in general nursing. A post basic qualification with duration of at least 1 year accredited with SANC in terms of Governance Notice No. R 212 in Neonatal Nursing Science/Child Nursing Science. Skills required: Good communication skills/verbal and written. Report writing skills. Sound interpersonal skills are necessary. Have knowledge of ideal hospital realization and maintenance framework. Demonstrate a basic understanding of HR and financial policies and practices. Ability to plan and organise own work, time and that of support personnel to ensure smooth running of Neonatal unit.
- DUTIES** : Provision of quality nursing care through the implementation of standards. To develop and ensure implementation of nursing care plans. To participate in quality improvement programmes and clinical audit. Maintain accreditation standards through quality improvement and infection control standards and guidelines. To uphold the Batho Pele and patients' rights charter principles. Maintain accurate and complete patient records according to legal requirements. Participate in staff, students and patients teaching. Ensure ongoing education and in-service training of EMTCT, BFHI and EPI. Participate in the implementation of priority programmes to reduce morbidity and mortality rate, communicable and non-communicable diseases. Ensure the use of Maternal and Child updated protocols and guidelines in the hospital. Exercise control over discipline, grievance, and Labour Relations issues according to laid down policies and procedures. Manage and supervise effective utilization of all resources e.g., human, financial and material.
- ENQUIRIES APPLICATIONS** : Ms. S. Mahlangu Tel No: (012) 841 8363
: Applications must be submitted to: Mamelodi Regional Hospital, Human Resource Department, Private Bag X0032, Rethabile, 0122, hand delivery to: Human Resource ,19472 CNR Tsamaya Avenue and Serapeng Street, Mamelodi Regional Hospital.
- FOR ATTENTION** : Ms MM Makgasha Tel No: (012) 841 8390, Recruitment Section
Mr MH Hlophe, HR Recruitment Section
- NOTE** : Applications must be submitted on a New Z83 form obtainable from any Public Service Department or from the DPSA website, which must be completed in full, and copy of CV .Only shortlisted candidates will be requested to bring certified copies of qualifications and after acquired documents .The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. The specific reference number of the post must be correctly quoted failure to comply with these instructions will disqualify applications from being fairly processed. Candidates will be

subjected to Medical Surveillance, Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record check and employment reference check. Jobs are not for sale at Mamelodi Regional Hospital
03 May 2024

CLOSING DATE

POST 12/43

LECTURER PNDI / PNDII REF NO: REFS/020319 (X7 POSTS)

Directorate: Nursing Education and Training

SALARY

PNDI: R431 265 – R497 193 per annum, (plus benefits)

PNDII: R528 696 – R683 838 per annum, (plus benefits)

CENTRE

Gauteng College of Nursing (GCON): SG Lourens Campus

REQUIREMENTS

PNDI: A Basic R.425 qualification (i.e. Diploma/Degree in Nursing) or equivalent qualification that allows for registration with SANC as a Professional Nurse. A post-basic qualification in Nursing Education and registered with SANC. Current registration with SANC. A minimum of 4 years' appropriate/recognisable experience as a Professional Nurse with SANC in General Nursing (less 1-year experience for candidates appointed from outside the Public Service after complying with registration requirements). A valid code 8 driver's licence. Computer literacy in MS Office and sound communication skills. Good supervisory skills, report- writing and presentation skills. The ability to work in a team and under pressure. **PNDII:** A Basic R.425 qualification (i.e. Diploma/Degree in Nursing) or equivalent qualification that allows for registration with SANC as a Professional Nurse. Registration with SANC as a Professional Nurse and of current registration. A post- basic nursing qualification in Nursing Education and registered with the SANC. A minimum of 14 years' appropriate/recognisable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in nursing education as a Lecturer/Educator after obtaining the 1- year post-basic qualification in the relevant specialty (less 1 years' experience for candidate appointed from outside the Public Service after complying with registration requirements). A Valid Code 8 driver's licence. The ability to apply computer technology and programmes. Good communication, supervisory, report writing and presenting skills. The ability to work in a team and under pressure.

DUTIES

Coordinate the provision of education and training of student nurses. Work effectively and co-operatively with students and ensure effective and successful education and training of student nurses, in both theory and clinical development. Ensure availability of student guidance and support. Support the Vision and Mission of the Campus by serving on committees, attending, and participating in meetings and Campus activities. Promote the image of the Campus. Implement assessment strategies to determine student's competence. Participate in research on Nursing Education.

ENQUIRIES

Ms JE Malobola Tel No: (012) 319 5601

APPLICATIONS

All applications should be submitted online only at <http://professionaljobcentre.gpg.gov.za/> . NB: For assistance with online applications please e-mail your query to e-recruitment@gauteng.gov.za

NOTE

Application must be accompanied by a fully completed New Z83 form and a detailed Curriculum Vitae (CV). Only Shortlisted candidates will be required to submit certified documents on or before the day of the interview. It is the applicant's responsibility who have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Correspondence will be limited to shortlisted candidates. If you have not been contacted within 3 months of the closing date of this advertisement, please accept that your application was unsuccessful. No hand delivered, faxed, or e-mailed applications will be accepted. Applicants will be subjected to a pre-employment Medical Surveillance, and personnel suitability check (criminal record, citizenship, credit record checks, qualification verification; and employment verification). The employment decision shall be informed by the Employment Equity Plan of the Institution. It is the intention of the institution to promote equity (race, gender, and disability) through the filling of this post. Preference will be given to Coloured females, Indian males, and females. The institution reserves the right not to appoint. NB: Travelling and relocation costs will not be paid.

CLOSING DATE

26 April 2024

POST 12/44

PROFESSIONAL NURSE GRADE 1 (THEATRE SPECIALTY) REF NO: PHW/PNS/01/2024

Directorate: Nursing Department

SALARY

R431 265 - R497 193 per annum, (plus benefits)

CENTRE

Pretoria West District Hospital

REQUIREMENTS

Basic R425 qualification (i.e., Diploma / Degree in Nursing) or equivalent qualification that allows registration with SANC as a professional nurse. A minimum of 4 years appropriate/ recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing. A post basic nursing qualification with a duration of at least one year, accredited with SANC in terms of Government notice NO R212 in Operating Theatre Nursing Science. Competence: Leadership, ward management/ward administration, planning, organizing, coordination and communication skills. Ability to take charge and make appropriate independent decisions. Display empathy for patients, promoting advocacy and facilitating holistic treatment and care. Knowledge of administrative policies and Guidelines. An understanding of all Nursing legislation and Health Act.

DUTIES : Provision of high-quality nursing care, Pre-Operative and Post operating Nursing Care, Prepare Theatre, Medical Equipment, and consumables according to booked Operations. Ability to liaise with different unit for Preoperative and post-operative patient optimization including pre-operative visits as indicated and post-Operative management. Adhere to basic principles of Infection Prevention and Control. Ensure that Nursing care provided is within the scope of Practice of nurses and the legal framework. Display Professionalism and adherence to nursing professional ethics. Must be willing to workday and night shift. Have knowledge of administrative duties including shift leading and relieving the Operational Manager including CSSD of Ideal Hospital Realization Framework. Supervise and ensure the provision of effective and efficient patient care.

ENQUIRIES APPLICATIONS : Ms. TQ Mahlangu Tel No: (012) 380 1212
: All Applications can be delivered to Staff entrance in a box and registration to confirm submission from 8am to 4pm at Ground Floor. Pretoria West Hospital, 380 Sytze Wierda Avenue, Philip Nel Park, Pretoria West or posted to Pretoria West Hospital, HR Department, Private Bag X02, Pretoria West, 0117.

NOTE : Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The Completed and signed form should be accompanied by a recently updated CV. Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Medical surveillance will be conducted on the recommended applicants, at no cost. The department is committed to employment equity, People with disabilities are welcome to apply and all those that will represent EE plan of the Hospital. Applications must be filled on a new Z83 effective from 1 January 2021 form accompanied by a CV highlighting or stating the requirements mentioned above. Applicants must indicate the post reference number on their applications. Failure to submit the required documents will result in the application not being considered. Shortlisted candidates will be required to bring certified copies of all qualifications and Id. Qualifications of candidates recommended for appointment will be verified. Persons in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) when shortlisted. Candidates will be subjected to security screening and vetting process. Applications received after closing date will not be accepted. The Department reserves the right to not make an appointment. Candidates will be expected to be available for selection interviews on the date, time and place determined by the Department. Please Note: The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know.

CLOSING DATE : 26 April 2024

POST 12/45 : **PROFESSIONAL NURSE (SPECIALTY TRAUMA) REF NO: MRH/2024/10**
Directorate: Nursing

SALARY CENTRE : R431 265 - R645 720 per annum, (plus benefits), OSD
: Mamelodi Regional Hospital

REQUIREMENTS : Grade 12 certificate or equivalent NQF level. A basic R425 qualification (i.e, Diploma/Degree in nursing or equivalent that allows current registration as a Professional Nurse. minimum of 4 years appropriate/recognized experience in nursing after registration as a professional nurse with SANC in general nursing. A post basic qualification with duration of at least 1 year accredited with SANC in terms of Governance Notice No. R 212 in trauma speciality. A minimum of 4 years appropriate recognized experience in nursing after registration as a professional nurse with SANC in general nursing.

DUTIES : Perform both clinical and administrative duties as required as per SANC requested. Provide effective and professional leadership in clinical governance to ensure clinical accountability and quality patient care, provide a safe therapeutic environment that allows for the practice of safe nursing care as laid by the nursing act, occupational health and safety act and all other applicable prescripts. Demonstrate effective communication with patients, supervisors, and other health professionals and junior colleagues including complex report writing as required. Display a concern for patients, promoting, advocating, and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Develop and implement quality assurance program, policies, operational plan, standard operating procedures and guidelines for the unit. Improve quality care through reduction of patient's complaints and waiting time. Promote quality of nursing care as directed by the professional scope of practice and standard as determined by the institution and other regulating bodies.

ENQUIRIES APPLICATIONS : Ms. S. Mahlangu Tel No: (012) 841 8363
: Applications must be submitted to: Mamelodi Regional Hospital, Human Resource Department, Private Bag X0032, Rethabile, 0122, hand delivery to: Human Resource ,19472 CNR Tsamaya Avenue and Serapeng Street, Mamelodi Regional Hospital.

FOR ATTENTION : Ms RM Tloane Tel No: (012) 841 8331, Recruitment Section
Mr MH Hlophe, HR Recruitment Section

NOTE : Applications must be submitted on a New Z83 form obtainable from any Public Service Department or from the DPSA website, which must be completed in full, and copy of CV .Only shortlisted candidates will be requested to bring certified copies of qualifications and after acquired documents .The Provincial Government of Gauteng is committed to the achievement

and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. The specific reference number of the post must be correctly quoted failure to comply with these instructions will disqualify applications from being fairly processed. Candidates will be subjected to Medical Surveillance, Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record check and employment reference check. Jobs are not for sale at Mamelodi Regional Hospital

CLOSING DATE

:

03 May 2024

POST 12/46

:

STUDENT COUNSELLOR PND1/PND2 (LECTURER) REF NO: REFS/020322 (X1 POST)

Directorate: Gauteng Colleges of Nursing (GCON)

SALARY

:

PND1: R431 265 - R497 193 per annum, (plus benefits)

PND2: R528 636 - R683 838 per annum, (plus benefits)

CENTRE

:

Chris Hani Baragwanath Campus

REQUIREMENTS

:

Senior Certificate /Grade 12 or equivalent qualification. Basic qualification accredited with South African Nursing Council (SANC) in terms of Government notice R425 i.e. Diploma/degree in Nursing) or registered with the SANC as a Psychiatric nurse. Post basic qualification in Nursing Education registered with SANC. **PND1:** minimum of four (4) years appropriate/recognizable nursing experience after registration as Registered Nurse with the SANC in General Nursing and Midwife. **PND2:** minimum of 14 years appropriate/ recognizable nursing experience after registration as a Registered Nurse with the SANC in General Nursing and Midwife, at least 10 years of the period must be appropriate experience in nursing education. At least 2 years' experience in Psychiatric environment or Counselling Services. A valid driver's license. Sound communication skills. Computer literacy. Report writing and presentation skills.

DUTIES

:

The successful candidate will be responsible for amongst others, the following tasks: Plan and manage learner counselling and support programmes. Conduct classroom presentation of study and life skills to improve academic performance. Assessment and referral of individual learners with personal /social problems. Promotion of general welfare, personal and professional development of learners. Student's advocacy. Support and guidance of Student Representative Council. Marketing and Recruitment of prospective nursing students. Orientation of newly appointed students. Participate in research relevant to Nursing Education, Policy development, review and Evaluation of student support programmes. Engage in own continuous development (CPD) related to student support. The ability to work in a team and under pressure. Other delegated tasks.

ENQUIRIES

:

Ms. B.E Mothebe Tel No: (011) 983 3008 /3121

APPLICATIONS

:

Application must be submitted only online on <http://professionaljobcentre.gpg.gov.za>

NOTE

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Applicants must submit a fully completed new Z83 (81/971431) and a detailed Curriculum Vitae only. New Z83 application form can be obtained from Department of Public Service and Administration (DPSA) website. Only shortlisted candidates/applicants will be contacted to submit certified copies of your I.D, current SANC receipt, valid driver's license, and qualifications, copy of service record in Nursing Education after the assessment of the submitted job application to alleviate administration burden and cost for applicants. Certified documents are only limited to shortlisted candidates prior to the job interview. Certification stamp must not be over six months on the day of submitting. Contactable reference quoted must be line managers and inclusive of valid email addresses and telephone numbers. State all your competencies, training and knowledge in your C.V. Smart card must be copied both sides (Driver's license and ID). Employment history must reflect the complete calendar date (e.g., 01 April 2017) on the C.V. The successful candidates will be subjected to positive results of the security clearance process (citizenship, criminal records, and financial records) and the verification of educational qualifications certificates. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). The successful candidate will be subjected to Pre-employment medical surveillance conducted by the Occupational Health Nurse Practitioner (OHNP). Incomplete applications or applications received after closing date will not be considered. Correspondence will be limited to shortlisted candidates. CHBC reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post. The Gauteng Department of Health is guided by the principles of Employment Equity; therefore, all the appointments will be made in accordance with the Employment Equity target of the department.

CLOSING DATE

:

26 April 2024

POST 12/47

:

OCCUPATIONAL THERAPIST GRADE 1 – GRADE 3 REF NO: EHD2024/04/06

Directorate: Therapeutic Services

SALARY

:

Grade 1: R359 622 - R408 201 per annum, (plus benefits)

Grade 2: R420 015 - R477 771 per annum, (plus benefits)

Grade 3: R491 676 - R595 251 per annum, (plus benefits)

CENTRE

:

Ekurhuleni Health District

REQUIREMENTS

:

Grade 12 with an appropriate qualification (degree in Occupational Therapy) that allows for the required registration with the Health Professionals Council of South Africa (HPCSA) in the relevant profession as an Independent Occupational Therapist with current annual registration with HPCSA. Good Communication skills. Knowledge of PFMA, Ideal Clinic, and other relevant

policies, protocols, and guidelines. Ability to work within a multidisciplinary team to ensure holistic care. Report writing skills and problem-solving skills. A valid driver's license and computer literacy is essential. Experience working in a primary health care (PHC) setting. Must be proactive, innovative and an independent team leader. Knowledge in Performance Management Development System (PMDS).

DUTIES : Provide overall management, supervision, and control of allocated staff in PHC setting to smooth service delivery. Provision of Community Based (CBR) services with the focus on health promotion, prevention and community intervention. Establish a good working relationship with other stakeholders within the District E.g., Mental health, Non-communicable Disease, Integrated School Health Programme, etc. Complete monthly report and stats and other administrative task required for running of the services. Develop and monitor an operational plan for Occupational Therapy services. Implement and contribute to the proper utilization of allocated financial and physical resources. Attend PHC Management meetings, Therapeutic Services meetings, other stakeholder's meetings and forums. Ensure adherence to government policies and protocols. Participate in continuous professional development activities. Implement quality assurance policies and develop appropriate quality improvement plan for the therapeutic services unit. Perform any other duties delegated by Supervisor/Manager.

ENQUIRIES : Ms A.E Tshivhase/ Mr G. Mavimbela Tel No: (011) 876 1776
APPLICATIONS : Applications to be sent to Ekurhuleni Health District, Hand Post and other means of posting, deliver to 40 Catlin Street Germiston, 1400 or Private Bag X1005, Germiston, 1400.

FOR ATTENTION : Human Resource Manager
NOTE : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. Applicant should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. Applicants must submit copies of qualifications, identity document and drivers' license (Where appropriate) and any other relevant documents. Such copies need not be certified when applying for a post. Therefore, only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR department. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.

CLOSING DATE : 26 April 2024

POST 12/48 : **OCCUPATION AL THERAPIST GRADE 1- GRADE 3 REF NO: EHD2024/04/07**
Directorate: District Specialist Mental Health Team

SALARY : Grade 1: R359 622 – R408 201 per annum, (plus benefits)
Grade 2: R420 015 - R477 771 per annum, (plus benefits)
Grade 3: R491 676 - R595 251 per annum, (plus benefits)

CENTRE : Ekurhuleni Health District
REQUIREMENTS : Grade 12 with an appropriate qualification (degree in Occupational Therapy) that allows for the required registration with the Health Professionals Council of South Africa (HPCSA) in the relevant profession as an Independent Occupational Therapist with current annual registration with HPCSA. Good Communication skills. Knowledge of PFMA, Ideal Clinic, and other relevant policies, protocols, and guidelines. Ability to work within a multidisciplinary team to ensure holistic care. Report writing skills and problem-solving skills. A valid driver's license and computer literacy is essential. Experience working in a primary health care (PHC) setting. Experience in community OT services will be an added advantage. Must be proactive, innovative and an independent team leader. Experience in setting up treatment programmes within a PHC setting. Knowledge of mental health legislations and related legal and ethical practices. Knowledge of PMFA and public service act and regulations. Good communication, interpersonal, IT, human resource, and financial management skills. Ability to work independently and in a multi-disciplinary context. Analytic thinking, independent decision making and problem-solving skills.

DUTIES : Assessment and treatment of community mental health patients. Contribute to the development and implementation of OT programmes in the community. Follow the relevant policies and SOPs within the Occupational Therapy field. Administrative duties. Develop objectives and action plans for own area of work. Co-ordination of services in the district. Contribution to the awareness, promotion of mental health, and prevention of mental illness.

ENQUIRIES : Ms B. Moleofane Tel No: (011) 876 1836
APPLICATIONS : Applications to be sent to Ekurhuleni Health District, Hand Post and other means of posting delivery to 40 Catlin Street, Germiston, 1400 or Private Bag X1005, Germiston, 1400.

FOR ATTENTION : Human Resource Manager
NOTE : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicants should register their application forms on the specific register books according to the reference number

as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disabilities are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.

CLOSING DATE

: 26 April 2024

POST 12/49

: **AUDIOLOGY OR SPEECH- LANGUAGE PATHOLOGIST AND AUDIOLOGIST (SLPA GRADE 1 – GRADE 3 REF NO: EHD2024/04/08)**
Directorate: Therapeutic Services

SALARY

: Grade 1: R359 622 - R408 201 per annum, (plus benefits)
Grade 2: R420 015 - R477 771 per annum, (plus benefits)
Grade 3: R491 676 - R595 251 per annum, (plus benefits)

CENTRE

: Ekurhuleni Health District

REQUIREMENTS

: Grade 12 certificate with appropriate qualification that allows registration with the Health Professionals Council of South Africa (HPCSA). HPCSA registration as an independent Practitioner Audiologist/ Speech-Language Pathologist (SLPA) and Audiologist. Current registration with HPCSA. Driver's License is essential. A sound knowledge of clinical theory, practice and ethics relating to the delivery of Audiology/ SLPA services within a clinic setting. Good communication skills (verbal and written). Ability to work in a multidisciplinary team. Knowledge of Batho Pele Principles, Patients right charter, Ideal clinic and other relevant policies and regulations.

DUTIES

: Rendering of Speech Therapy Services in a community setting in adherence to the scope of practice and health protocols. Examination, diagnosing and treatment of ear conditions as per Speech Therapy scope of practice. Issuing of assistive devices (Speech Therapy needs identified). Co-ordinate and ensure the promotion and marketing of Speech Therapy Services in the District. Perform record keeping, data collection, assist with budget control and asset management. Exercise safeguarding of all consumables and equipment. Implement and maintain Quality Assurance Audits at facility level. Adherence to PMDS. Contribute and participate in continuous professional development activities. Work as part of multi-disciplinary team to deliver better service delivery. Collaborate with stakeholders in the PHC and Community set up. Participate in student training and supervision. Participate in research projects of the district . Communicate effectively within the team. Relieve as and when the need arises. Perform any other duties as delegated by the supervisor.

ENQUIRIES

: Ms A. Tshivhase/Mr G. Mavimbela Tel No: (011) 876 1776

APPLICATIONS

: Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 or posted to The Human Resource Manager, Private Bag X1005, Germiston, 1400.

NOTE

: Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicants should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disabilities are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.

CLOSING DATE

: 26 April 2024

POST 12/50

: **SPEECH THERAPIST OR SPEECH- LANGUAGE PATHOLOGIST AND AUDIOLOGIST (SLPA) REF NO: EHD2024/04/09**
Directorate: Therapeutic Services

SALARY

: Grade 1: R359 622 - R408 201 per annum, (plus benefits)
Grade 2: R420 015 - R477 771 per annum, (plus benefits)
Grade 3: R491 676 - R595 251 per annum, (plus benefits)

- CENTRE REQUIREMENTS** : Ekurhuleni Health District
: Grade 12 certificate with Appropriate qualification that allows registration with the Health Professionals Council of South Africa (HPCSA). HPCSA registration as an independent Practitioner Speech Therapist/ Speech-Language Pathologist and Audiologist (SLPA). Current registration with HPCSA. Driver's License is essential. A sound knowledge of clinical theory, practice and ethics relating to the delivery of Speech Therapist / SLPA services within a clinic setting. Good communication skills (verbal and written). Ability to work in a multidisciplinary team. Knowledge of Batho Pele Principles, Patients right charter, Ideal clinic and other relevant policies and regulations.
- DUTIES** : Rendering of Speech Therapy Services in a community setting in adherence to the scope of practice and health protocols. Examination, diagnosing and treatment of ear conditions as per Speech Therapy scope of practice. Issuing of assistive devices (Speech Therapy needs identified). Co-ordinate and ensure the promotion and marketing of Speech Therapy Services in the District. Perform record keeping, data collection, assist with budget control and asset management. Exercise safeguarding of all consumables and equipment. Implement and maintain Quality Assurance Audits at facility level. Adherence to PMDS. Contribute and participate in continuous professional development activities. Work as part of multi-disciplinary team to deliver better service delivery. Collaborate with stakeholders in the PHC and Community set up. Participate in student training and supervision. Participate in research projects of the district. Communicate effectively within the team. Relieve as and when the need arises. Perform any other duties as delegated by the supervisor.
- ENQUIRIES APPLICATIONS** : Ms A. Tshivhase/Mr G. Mavimbela Tel No: (011) 876 1776
: Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 or posted to The Human Resource Manager, Private Bag X1005, Germiston, 1400.
- NOTE** : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicants should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disabilities are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.
- CLOSING DATE** : 26 April 2024
- POST 12/51** : **DIETICIAN GRADE 1 ONLY REF NO: EHD2024/04/10**
Directorate: District Specialist Mental Health Team
- SALARY CENTRE REQUIREMENTS** : Grade 1: R359 622 - R408 201 per annum, (plus benefits)
: Ekurhuleni Health District
: Grade 12 with four-year degree in Dietetics. Registration with the Health Professional Council of Southern African (HPCSA) as a Dietician Independent Practitioner. **Grade 1:** Less than 10 years relevant experience after registration with HPCSA as a Independent Dietician. Current annual registration with HPCSA as a Dietician. Knowledge in dietetics principles including nutritional assessments and analysis, general nutritional management and nutrition for Mental Health care users. Good communication skills (verbal and written). Computer skills and driver's license is essential. Ability to work in a team, in changing environment and under pressure. Good financial management skills and knowledge of PFMA.
- DUTIES** : Manage patients in the allocated NGO'S and allocated facilities. Provide technical support and training for the successful implementation of INP. Implement and monitor nutrition related policies, protocols and guideline. Food service management. Formulation of specification for equipment and supplements. Training of food service staff, clinical and non-clinical staff on Nutrition related interventions. Nutrition education, promotion and advocacy. Participate in NGO's assessments audits, verification and adjudications. Monitor all nutrition indicators in the allocated facilities. Monitoring and evaluation of Dietetic and food services and produce quality reports. Assist in the management of resource pertaining to nutrition. Participate in the community nutrition activities and campaigns. Collaborate with relevant programmes, departments and stakeholders for nutrition activities. Execute other tasks/duties delegated by District Nutrition Managers/supervisors.
- ENQUIRIES APPLICATIONS** : Ms B. Moleofane Tel No: (011) 876 1836
: Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 or posted to The Human Resource Manager, Private Bag X1005, Germiston, 1400.
- NOTE** : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicants should

register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disabilities are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.

- CLOSING DATE** : 26 April 2024
- POST 12/52** : **SPEECH THERAPIST / SPEECH AND AUDIOLOGIST GRADE1/ 2/3 REF NO: CHBAH 815 (X1 POST)**
Directorate: Speech Therapy and Audiology (Paediatric)
- SALARY** : Grade 1: R359 622 - R408 201 per annum, (plus service benefits)
Grade 2: R420 015 - R477 771 per annum, (plus service benefits)
Grade 3: R491 676 - R595 251 per annum, (plus service benefits)
- CENTRE REQUIREMENTS** : Chris Hani Baragwanath Academic Hospital (CHBAH)
: Qualification in Speech Therapy or Speech Therapy & Audiology. Completion of Community service. Independent practice registration with HPCSA. Registration with the HPCSA for 2024/2025 For **Grade 1:** 0- 3 years' experience. **Grade 2:** 10- years' experience and above. **Grade 3:** 16-years' experience and above Skills/Competence/Knowledge: Knowledge and skill in the assessment and intervention of speech, language, communication and dysphagia in children. Preference will be given to those applicants who have experience with neonatal and paediatric dysphagia, experience with children with neurological conditions and autism. Knowledge and skill in early childhood intervention within a family focused approach. Experience with teamwork, planning, organizing and co-ordination. Good communication and collaboration skills. Ability to engage in solution-based problem solving. Display empathy for patients, promote advocacy and facilitate holistic treatment. Applicant should be prepared to undergo medical surveillance as an inherent job requirement.
- DUTIES** : To assess and manage speech, language, communication and feeding difficulties in both the neonatal and paediatric populations. To work with children and their families in facilitating positive developmental outcomes. To comply with all departmental procedures and protocols. To coordinate clinical and non-clinical areas. To manage all resources appropriately. To complete monthly statistics and reports. To participate in all departmental, hospital and provincial activities. To work within an MDT approach including attendance and participation in MDT meetings. To improve professional competence by regular self-learning and reflection with the application of current evidence. To attend and participate in scheduled case discussions and meetings. To comply with hospital and departmental quality assurance standards. Maintain professional growth/ethical standards. Management of personal performance and review thereof. Supervision of students and community service therapists.
- ENQUIRIES APPLICATIONS** : Dr. Sadna Balton Tel No: (011) 933 0379
: Applications can be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital from 8am to 3pm at Ground Floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808 and or via courier (Kindly note that the application forms received by the institution after the closing date of the advert irrespective of the reasons will not be considered). No faxed applications will be considered.
- NOTE** : Applications must be submitted on the new Z83 form. The application form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The new Z83 must be fully completed (Please refer on the left side of Z83 special notes for clarity) and must be initialled and signed. On the Z83 application form, the Department where position was advertised should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications, service certificate and other relevant documents on application. Z83 form must be accompanied by recently updated detailed Curriculum Vitae. All experience should be in a chronological order. The experience on the Curriculum Vitae must contain the institution, position, and dates (DD/MM/YYYY) indicating the starting and ending period to be able to calculate the years of experience. The information on the new Z83 must be in sync/correspond with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications, service certificate and other relevant documents on or before the interview. Candidates in possession of a foreign qualification will be required to furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) only when shortlisted. HR will conduct Personnel Suitability Checks (PSC) and Verification Checks. The Department reserve the right to conduct verification beyond information provided, where

necessary. Failure to submit all the relevant information mentioned above with the exception of HR verification checks, will result in the candidate being disqualified. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities are encouraged to apply.

- CLOSING DATE** : 26 April 2024
- POST 12/53** : **DIAGNOSTIC RADIOGRAPHERS GRADE 1-3 REF NO: CHBAH 816 (X3 POSTS)**
Directorate: Radiography
- SALARY** : Grade 1: R359 622 - R408 201 per annum, (plus service benefits)
Grade 2: R420 015 - R477 771 per annum, (plus service benefits)
Grade 3: R491 676 - R595 251 per annum, (plus service benefits)
- CENTRE REQUIREMENTS** : Chris Hani Baragwanath Academic Hospital
National Diploma in Diagnostic Radiography/Degree. Appropriate qualification that allows registration with the Health Professions Council of South African HPCSA) in Radiography. Completion of Community service in Diagnostic Radiography is necessary. Registration with the Health Professions Council of South Africa as a Diagnostic Radiographer. Current registration with HPCSA for 2024/2025. **For Grade 1:** 0- 3 years' experience. **Grade 2:** 10- years' experience and above. **Grade 3:** 16-years' experience and above Experience in Digital Radiography, Experience in utilisation of Computerised Radiography System. Experience in Theatre and Ward Radiography. Experience in handling of Trauma patients. Skills/Competence/Knowledge: Knowledge of relevant public service regulations, legislation, policies, acts and procedures. Computer literacy (Ms Word, Ms. Excel). Compliance with budgeting, Radiographic Quality Assurance, National Core Standards, Health and Safety and Infection Control principles. Good written and communication skills. Ability to work as a member of a multidisciplinary team. Must have a good understanding of public hospital operational systems. Demonstrates effective interpersonal skill, strategic planning organizational skills, leadership qualities and supervisory skills.
- DUTIES** : Render effective patient centred Radiography service for in-and out-patient in adherence to the scope of practice and health protocols. To work with colleagues, relieve as and when the need arises and to work closely with the interdisciplinary team members. Carry out delegated duties. To participate in providing 24-hours radiography services in the hospital. Report to the Assistant Director: Radiography. Supervise, develop, train and monitor the performance of the sub-ordinate staff and other related category of staff in all aspects of service delivery whilst adhering to Batho Pele Principles. Adhere to provincial hospital and departmental policies, procedures, guidelines regulations. Perform record keeping, data collection; assist with budget control and assets management. Contribute and participate in professional development of self, colleagues and members of the interdisciplinary team members. Participate in research project of the department. Communicate effectively with all stakeholders. Perform all the administrative functions required of the job. Supervision and performance evaluation. Implement and maintain the quality assurance and National Core Standard and norms at departmental level. Adhere to provincial, hospital and departmental policies, procedures, guidelines and regulations. Contribute and participate in professional development of self and colleagues. Applicant should be prepared to undergo Medical Surveillance as an inherent job requirement. Comply with the Performance Management and Development System (contracting, quarterly reviews and final assessment)
- ENQUIRIES APPLICATIONS** : Mr Khumalo Tel No: (011) 933 8434
Applications can be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital from 8am to 3pm at Ground Floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808 and or via courier (Kindly note that the application forms received by the institution after the closing date of the advert irrespective of the reasons will not be considered). No faxed applications will be considered.
- NOTE** : Applications must be submitted on the new Z83 form. The application form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The new Z83 must be fully completed (Please refer on the left side of Z83 special notes for clarity) and must be initialled and signed. On the Z83 application form, the Department where position was advertised should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications, service certificate and other relevant documents on application. Z83 form must be accompanied by recently updated detailed Curriculum Vitae. All experience should be in a chronological order. The experience on the Curriculum Vitae must contain the institution, position, and dates (DD/MM/YYYY) indicating the starting and ending period to be able to calculate the years of experience. The information on the new Z83 must be in sync/correspond with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications, service certificate and other relevant documents on or before the interview. Candidates in possession of a foreign qualification will be required to furnish the Department with

an evaluation certificate from the South African Qualifications Authority (SAQA) only when shortlisted. HR will conduct Personnel Suitability Checks (PSC) and Verification Checks. The Department reserve the right to conduct verification beyond information provided, where necessary. Failure to submit all the relevant information mentioned above with the exception of HR verification checks, will result in the candidate being disqualified. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities are encouraged apply.

CLOSING DATE

: 26 April 2024

POST 12/54

OCCUPATIONAL THERAPIST REF NO: TDHS/A/2024/36 (X2 POSTS)

Directorate: Therapeutic Services: Rehabilitation Program

SALARY

: R359 622 per annum, plus service benefits

CENTRE

: Tshwane District Health Services

REQUIREMENTS

: Appropriate degree in Occupational Therapy, Current registration with HPCSA. A Valid code 8/10 driver's license (Manual Transmission). Other Skills: Knowledge of working in the community-based setting, computer literate, good Communication skills, interpersonal skills. Knowledge in relevant policies, protocols and guidelines. Must be Proactive, innovative and a team player.

DUTIES

: Render occupational therapy service in the allocated area in the district that complies with the standards and norms of the Gauteng department of Health. Issuing of wheelchairs. Participate in outreach/home visits and campaigns, ECI screening and treatment. Work in multidisciplinary team within the primary health care or community health care facilities. Complete stats and monthly reports. Attend and participate in monthly Occupational therapy meetings, CPD presentations as well as other meetings held within the clinic or other stakeholders. Establish good working relationship with other stake holders within the district e.g. Mental Health, NGO's, Organizations for people with disabilities etc. Provide community-based Rehabilitation with the focus on Health promotion, prevention and community interventions. Candidate must be willing to outreach to other clinics within Tshwane District. Perform all other allocate duties as delegated by Supervisor/Manager.

ENQUIRIES

: Mr Lawrence Shirimane Tel No: (012) 451 9026 / 083 990 4936

APPLICATIONS

: Applications must be submitted to Tshwane District Health Services, 3319 Fedsure Forum Building, Cnr Lilian Ngoyi and Pretorius Street, Pretoria 0001, Application Box, First Floor Reception. No faxed applications will be considered.

NOTE

: Applicants are not required to submit copies of qualifications and other relevant documents when applying but submit fully completed Z83 form and detailed Curriculum Vitae. Only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following Communication from HR. If you have not been contacted within three months, After the closing date, please accept that your application was unsuccessful. The recommended candidate/s may be subject to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. The Gauteng Department of Health is guided by the principles of Employment Equity; therefore, all the appointments will be made in accordance with the Employment Equity target of the department. No applications will be considered after the closing date.

CLOSING DATE

: 26 April 2024

POST 12/55

ORTHOPAEDIC FOOTWEAR TECHNICIAN GRADE 1 REF NO: CHBAH 817 (X2 POSTS)

Directorate: Orthopaedic Workshop

SALARY

: R243 627 per annum, (plus service benefits)

CENTRE

: Chris Hani Baragwanath Academic Hospital

REQUIREMENTS

: Grade 12 Certificate. HPCSA registration as an Orthopaedic Footwear Technician (OFT). Skills/Competence/Knowledge: Be able to identify untreated clubfoot. Able to assess and screen Surgical boot needs. Know how to measure for a surgical boot, build-up and cast modification. Have knowledge of insole fabrication, hand lasting and sole build-up. Know general shoe adjustment. Good communication skills.

DUTIES

: Assess, measure and Manufacture Surgical boots/ shoes. Do general shoe adjustment and repairs, Manufacture all insoles. Keep working area clean. Maintain and clean Machinery. Keep records of patient attended.

ENQUIRIES

: Mr. D Machaba Tel No: (011) 933 8816

APPLICATIONS

: Applications can be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital from 8am to 3pm at Ground Floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808 and or via courier (Kindly note that the application forms received by the institution after the closing date of the advert irrespective of the reasons will not be considered). No faxed applications will be considered.

NOTE : Applications must be submitted on the new Z83 form. The application form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The new Z83 must be fully completed (Please refer on the left side of Z83 special notes for clarity) and must be initialled and signed. On the Z83 application form, the Department where position was advertised should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications, service certificate and other relevant documents on application. Z83 form must be accompanied by recently updated detailed Curriculum Vitae. All experience should be in a chronological order. The experience on the Curriculum Vitae must contain the institution, position, and dates (DD/MM/YYYY) indicating the starting and ending period to be able to calculate the years of experience. The information on the new Z83 must be in sync/correspond with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications, service certificate and other relevant documents on or before the interview. Candidates in possession of a foreign qualification will be required to furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) only when shortlisted. HR will conduct Personnel Suitability Checks (PSC) and Verification Checks. The Department reserve the right to conduct verification beyond information provided, where necessary. Failure to submit all the relevant information mentioned above with the exception of HR verification checks, will result in the candidate being disqualified. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities are encouraged apply.

CLOSING DATE : 26 April 2024

POST 12/56 : **DENTAL ASSISTANT (GRADE 1 ONLY) REF NO: EHD2024/04/11**
Directorate: Oral Health

SALARY : Grade 1: R196 536 - R222 615 per annum, (plus benefits)

CENTRE : Ekurhuleni Health District

REQUIREMENTS : Grade 12 Certificate or equivalent with Dental Assistant certificate from recognized institutions, registration with HPCSA as a Dental Assistant. Current annual registration with HPCSA. Less than 10 years appropriate experience as a Dental Assistant. A driver's license will be an added advantage. The incumbent should have knowledge of dental assisting including infection and prevention control, chair side assisting (four-handed dentistry). knowledge of materials and instruments and conducting inventory.

DUTIES : Maintaining of equipment, stock control. The person will work in the dental surgery in clinics, mobiles, correctional services, institutions and perform administrative duties including compiling statistics, registering patients, answering of the telephone, filing of patient cards, ordering of materials, giving appointments to patients. The person will also be doing relief duties in other clinics, prisons, mobile and institutions. He or she will be assisting the oral hygienist at schools as well as in the clinics. The person will also be rotating within the sub-districts.

ENQUIRIES : Dr S Mbelu Tel No: (011) 876-1775

APPLICATIONS : Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 at Ground Floor or posted to The Human Resource Manager, Private Bag X1005, Germiston, 1400.

NOTE : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicant should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.

CLOSING DATE : 26 April 2024

POST 12/57 : **MEDICAL SPECIALIST (SESSIONAL) REF NO: MRH/2024/05**
Directorate: Surgery (Urology) Department

SALARY : Tariff R585 - R772 per hour, (OSD)

CENTRE REQUIREMENTS : Mamelodi Regional Hospital
: National Senior Certificate and a qualification that allows current registration with HPCSA as a Specialist Urology (FCUROL, SA or MMED-UROL). Excellent communication and interpersonal skills. Ability to work within a multi-disciplinary team.

DUTIES : Clinical history taking, examination and assessment of patients. Requesting and analysing special investigations. Prescribing of medications and other therapies. Performance of diagnostics and therapeutic surgical procedures in the fields of Surgery. Communicate effectively with colleagues and attend Theatre meetings. Keeping the clinical records. Perform any other duties relevant to the clinical management of patients. Training and teaching: Advice and supervise interns, Community service doctors and medical Officers.

ENQUIRIES APPLICATIONS : Dr. LB Mapeshoane Tel No: (012) 842 0952
: Applications must be submitted to: Mamelodi Regional Hospital, Human Resource Department, Private Bag X0032 Rethabile, 0122, hand delivery to: Human Resource ,19472 CNR Tsamaya Avenue and Serapeng Street, Mamelodi Regional Hospital.

FOR ATTENTION NOTE : Mr. MH Hlophe Tel No: (012) 841 8329, Recruitment Section
: Applications must be submitted on a New Z83 form obtainable from any Public Service Department or from the DPSA website, which must be completed in full, and copy of CV .Only shortlisted candidates will be requested to bring certified copies of qualifications and after acquired documents. The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. The specific reference number of the post must be correctly quoted failure to comply with these instructions will disqualify applications from being fairly processed. Candidates will be subjected to Medical Surveillance, Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record check and employment refence check. jobs are not for sale at Mamelodi regional hospital.

CLOSING DATE : 03 May 2024

POST 12/58 : **MEDICAL OFFICER GRADE 1- GRADE 3 (SESSIONAL) REF NO: EHD2024/04/12**
: Directorate: Clinical Forensic Medical Services

SALARY : Grade 1 R436.00 per hour, (session)
: Grade 2 R498.00 per hour, (session)
: Grade 3 R576.00 per hour, (session)

CENTRE REQUIREMENTS : Ekurhuleni Health District
: Grade 12 with medical degree (MBCHB) or equivalent qualification that allows registration with the Health Professionals Council of South Africa (HPCSA) as an Independent Medical Officer. Current registration with the HPCSA as a Medical Practitioner. **Grade 1:** Less than 5 years relevant experience as an Independent Medical Officer. **Grade 2:** At least 5 years, but less than 10 years, relevant experience as an Independent Medical Officer, **Grade 3:** 10 years and more relevant experience as an Independent Medical Officer. Computer literacy (MS Word, Excel, PowerPoint) etc. Communication (written and Verbal), A valid Driver's license is essential. Knowledge of Clinical Forensic Medical Services legislations and related legal and ethical practices, good communication, Interpersonal relationship, Ability to work independently in terms of decision making and problem solving in clinical or administrative scenarios. Sound clinical knowledge and experience in the Clinical Forensic Medical Services. Experience and or a Diploma in Clinical Forensic Medical Services will be an advantage. Ability to work with Clinical Forensic Medical Services multidisciplinary team and intersectoral partners relevant to the provision of holistic Clinical Forensic Medical Services. Willingness to manage, train and supervise medical officers at PHC clinics.

DUTIES : To Manage Clients from Clinical Forensic Medical Services: Sexual Assault, Domestic Violence, Child Abuse, Drunk and Driving, Age Estimation, DNA, Examination of patient for placement, Concealment of Birth etc). To work as a Sessional Medical Doctors in any of the CFMS Centres where medical office are needed. To Supervise and coordinate 24 hours Clinical Forensic Medical Services when on call. To Give evidence in court as an Expert Witness for patients seen at the CFMS. To Coordinate Medical Services within Ekurhuleni Clinical Forensic Medical Services. To Coordinate Clinical Forensic Medical Services according to policies and regulations. To provide support for health programmes in the district when needed. To Support PHC and clinical training in Ekurhuleni District. To Participate in the CME(CFMS) programme in the District. To Liaise with other stakeholders: SAPS, NPA, Social Development, NGOs, etc.

ENQUIRIES APPLICATIONS : Dr N.B Letanka Tel No: (011) 876 1793 / Mobile: 063 251 8756
: Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 at Ground Floor or posted to The Human Resource Manager, Private Bag X1005, Germiston, 1400. No S&T claims and resettlement allowance will be paid.

NOTE : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicant should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or

before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration.

CLOSING DATE

: 26 April 2024

POST 12/59

: **SESSIONAL ULTRASOUND RADIOGRAPHER REF NO: TDHS/A/2024/37**
Directorate: Radiography Services

SALARY

: R273.00 per hour, for less than 10 years relevant experience
R321.00 per hour, for at least 10 years, but less than 20 years, relevant experience
R379.00 per hour, for 20 years and more relevant experience.

CENTRE REQUIREMENTS

: Tshwane District Health Services
Recognised Bachelors's Degree or National Diploma/B-Tech in Ultrasound Radiography. Registration with the Health Professions Council of South Africa (HPCSA) as a Ultrasound Radiographer. Registration with HPCSA for as Ultrasound Radiographer. A minimum of 0 to 20 years as an Ultrasound Radiographer/Sonographer. Experience in performing Obstetrics, Gynaecology, Abdominal Ultrasound, general and other ultrasound examinations required. Ability to work independently as part of multidisciplinary team. Be able to implement protocols and standard operating procedures in Ultrasound Radiography. Basic knowledge of equipment utilization and trouble shooting. Other Skills / Requirements: Knowledge of Public Service Regulations, policies, Acts and procedures. Thorough knowledge of the PFMA. Computer literacy (MS Word, MS PowerPoint, MS Excel). Ability to work under pressure. Good communication skills (written and verbal). Have effective interpersonal skills, strategic planning, and organizational and time management skills. Compliance with budgeting, Regulated Norms and Standards and Ideal Clinic Realization and Maintenance Framework, Health Information Management, PMDS, Occupational Health and Safety and Infection Prevention and Control principles.

DUTIES

: Preparing the patients for the Ultrasound examinations in Tshwane District Health Services Clinics and Community Health Centers. May assist in District hospitals when the need arises. Selecting the appropriate equipment for the Ultrasound examinations. Performing Ultrasound examinations that yield important diagnostic information. Use Ultrasound machine to view and interpret images for the diagnostic and treatment of medical conditions. Co-ordinate and organize booked workload/running of the department. Must ensure that equipment is adequately maintained and ensure QC tests are performed. Attend to seminars/congresses to keep abreast with advancement in technology and techniques. Participate in Continuous Professional Development. Monitor stock levels in the department/ examination room. Maintain weekly, monthly, and annual patient statistics and waiting times. Promote teamwork and good working relationship amongst staff members and multi-disciplinary team members.

ENQUIRIES APPLICATIONS

: Mr T. Shandukani Tel No: (012) 451 9050 office hours/ 063 408 6734 cell
Applications must be submitted to Tshwane District Health Services, 3319 Fedsure Forum Building, Cnr Lilian Ngoyi and Pretorius Street, Pretoria, 0001, Application Box, First Floor Reception. No faxed applications will be considered.

NOTE

: Applicants are not required to submit copies of qualifications and other relevant documents when applying but submit fully completed Z83 form and detailed Curriculum Vitae. Only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following Communication from HR. If you have not been contacted within three months, After the closing date, please accept that your application was unsuccessful. The recommended candidate/s may be subject to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. The Gauteng Department of Health is guided by the principles of Employment Equity; therefore, all the appointments will be made in accordance with the Employment Equity target of the department. No applications will be considered after the closing date.

CLOSING DATE

: 26 April 2024

POST 12/60

: **OPTOMETRIST (SESSION) REF NO: EHD2024/04/13**
Directorate: Therapeutic Services

SALARY

: Grade 1: R237.00 per hour, (per session)
Grade 2: R277.00 per hour, (per session)
Grade: R324.00 per hour, (per session)

CENTRE REQUIREMENTS

: Ekurhuleni Health District
Grade 12 certificate with Appropriate qualification that allows registration with the Health Professionals Council of South Africa (HPCSA) as an Independent Optometrist with Ocular Diagnostic Privilege. HPCSA registration as an independent Practitioner. Current registration with HPCSA. A driver's license is essential. **Grade 1:** Less than 10 years relevant experience after registration with HPCSA as a Independent Optometrist. **Grade 2:** At least 10 years, but less than 20 years, relevant experience after registration with HPCSA as an Independent Optometrist. **Grade 3:** 20 years and more relevant experience after registration with HPCSA as an Optometrist.

Knowledge of Batho Pele Principles, Patients right charter, Ideal clinic and other relevant policies and regulations.

DUTIES

: Rendering of Eyecare Services in a community setting in adherence to the scope of practice and health protocols. Examination, diagnosing and treatment of eye conditions as per Optometry scope of practice. Co-ordinate and ensure the promotion and marketing of Optometry Services in the District. Perform record keeping, data collection, assist with budget control and asset management. Exercise safeguarding of all consumables and equipment. Implement and maintain Quality Assurance Audits at facility level. Adherence to PMDS. Contribute and participate in continuous professional development activities. Work as part of multi-disciplinary team to deliver better service delivery. Collaborate with stakeholders in the Eye care service delivery. Participate in student training and supervision. Participate in research projects of the district. Communicate effectively within the team. Relieve as and when the need arises. Perform any other duties as delegated by the supervisor.

ENQUIRIES

: Ms A. Tshivhase/Mr G. Mavimbela Tel No: (011) 876 -1776

APPLICATIONS

: Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 or posted to The Human Resource Manager, Private Bag X1005, Germiston 1400. No S&T claims and resettlement allowance will be paid.

NOTE

: Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicants should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disabilities are encouraged to apply. Employment equity profile will be taken into consideration.

CLOSING DATE

: 26 April 2024