

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

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

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

OTHER POSTS

POST 40/224 : **HEAD CLINICAL UNIT (MEDICAL) GRADE 1 (OBSTETRICS AND GYNAECOLOGY)**

SALARY : R1 976 070 per annum, (A portion of the package can be structured according to the individual's personal needs). (It will be expected of the successful candidate to participate in a system of remunerated commuted overtime).

CENTRE REQUIREMENTS : Tygerberg Hospital, Parow Valley
Minimum educational qualification: An appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a specialist in Obstetrics and Gynaecology. Registration with a Professional Council: Registration with the HPCSA as a Medical Specialist in Obstetrics and Gynaecology. Experience: A minimum of 3 years appropriate experience as Medical Specialist after registration with the HPCSA as a Medical Specialist in Obstetrics and Gynaecology. Inherent requirements of the job: Valid driver's licence. Participation in commuted overtime/afterhours work is compulsory. Afterhours work will be done on the complete platform (including gynaecology). The incumbent will perform duties at Tygerberg Hospital and related departments at various hospitals, including hospitals served in their specific outreach programs (Khayelitsha, Helderberg, Karl Bremer, Eerste Rivier). Competencies (knowledge/skills): Excellent track record of clinical, research and education skills at undergraduate and postgraduate level. Clinical experience with high-risk obstetrics, maternal medicine and ultrasound is required. Ability to achieve and maintain good interpersonal relations with staff, patients, and their families. Sound verbal and written communication skills as well as analytical and problem-solving skills. Experience with teamwork, planning, organizing and coordination of maternity services. The candidate must have sufficient clinical and academic skills to handle a large clinical workload, training, and supervision of under- and postgraduate students (registrars and fellows). Computer literacy in MS Word and Excel or similar, including the ability to use online resources relevant to the discipline (e.g. PubMed). Maternal/fetal subspecialty certificate, clinical epidemiology or related research-orientated qualifications, a doctoral degree or current enrollment in general obstetrics or related fields (maternal medicine, fetal medicine, human genetics).

DUTIES : The main purpose of the job is to strengthen the Obstetric services at general (regional, Level 2) and subspecialist (tertiary, level 3) level for all women in the Department of O&G at Tygerberg and referral centers. Manages Maternity (Obstetric) services as Clinical Unit Head including Outpatient, Inpatient, Emergency and Afterhours service (nights, weekends, and public holidays). Reports to the Head of Department (O&G) for academic, teaching and training and research activities. Reports to the Head of General O&G services for service delivery and governance of Maternity services. Reports to the Head of Clinical Unit (MFM) for work performed on the subspecialist (maternal medicine clinics and inpatient ward) as well as in fetal medicine/ultrasound.

ENQUIRIES : Prof GS Gebhardt Tel No: (021) 938-4638 or Tel No: (021) 938-4661, or E-mail: gsgeb@sun.ac.za / Dr M Mukosi Tel No: (021) 938-4136

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

NOTE : This is a joint staff appointment with the SU-FMHS.

CLOSING DATE : 15 November 2024

POST 40/225 : **MEDICAL SPECIALIST GRADE 1 TO 3 (OBSTETRICS AND GYNAECOLOGY)**

SALARY : Grade 1: R1 271 901 per annum
Grade 2: R1 451 214 per annum
Grade 3: R1 680 780 per annum
(A portion of the package can be structured according to the individual's personal needs). (It will be expected of the successful candidate to participate in a system of remunerated commuted overtime).

CENTRE REQUIREMENTS : Tygerberg Hospital, Parow Valley
Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa as Medical Specialist in Obstetrics and Gynaecology. Registration with a Professional Council: Registration with the HPCSA As Medical Specialist in Obstetrics and Gynaecology. Experience: **Grade 1:** None after registration with the HPCSA as a Medical Specialist in Obstetrics and Gynaecology. **Grade 2:** A minimum

of 5 years' appropriate experience as Medical Specialist after registration with the HPCSA (or a recognized foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Obstetrics and Gynaecology. **Grade 3:** A minimum of 10 years' appropriate experience as Medical Specialist after registration with the HPCSA (or a recognized foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Obstetrics and Gynaecology. Inherent requirements of the job: A Valid (Code B/EB) driver's licence. Participate in the after-hours (Commutated overtime) is compulsory. Competencies (knowledge/skills): Excellent track record of clinical, research and education skills. Clinical experience with high-risk obstetrics and gynaecology and ultrasound is required. Ability to achieve and maintain good interpersonal relations with staff, patients, and their families. Excellent clinical notes and referral writing skills. Sound verbal and written communication skills as well as analytical and problem-solving skills. Experience with teamwork, planning, organizing and coordination of a labour ward. The candidate must have sufficient clinical and academic skills to handle a large clinical workload. Computer literacy in MS Word and Excel or similar, including the ability to use online resources relevant to the discipline (e.g. PubMed). Clinical epidemiology or related research-orientated qualifications, publications in the field of O&G, ultrasound courses, ACLS, successful supervision of MMed degrees.

DUTIES : To strengthen the O&G services at general (regional, Level 2) level for all women in the Department of O&G at Tygerberg and referral centers (Khayelitsha, Helderberg, Eerste Rivier and Karl Bremer hospitals). This includes Outpatient, Inpatient, Emergency and Afterhours service (nights, weekends, and public holidays). Reports to the Head of Department (O&G) for academic, teaching and training and research activities. Reports to the Head of General O&G services for service delivery and governance of general O&G services.

ENQUIRIES APPLICATIONS : Prof S Gebhardt, email gsgeb@sun.ac.za, Tel No: (021) 938-4638
: Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration as Medical Specialist in Obstetrics and Gynaecology with the relevant council (including individuals who must apply for change in registration status).

CLOSING DATE : 15 November 2024

POST 40/226 : **MEDICAL SPECIALIST GRADE 1 TO 3 (RADIATION ONCOLOGY)**

SALARY : Grade 1: R1 271 901 per annum
Grade 2: R1 451 214 per annum
Grade 3: R1 680 780 per annum
(A portion of the package can be structured according to the individual's personal needs).

CENTRE REQUIREMENTS : Tygerberg Hospital, Parow Valley
: Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Radiation Oncology. Registration with a Professional Council: Registration with the HPCSA as Medical Specialist in Radiation Oncology. Experience: **Grade 1:** None after registration with the HPCSA as a Medical Specialist in Radiation Oncology. **Grade 2:** A minimum of 5 years' appropriate experience as Medical Specialist after registration with the HPCSA (or a recognized foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Radiation Oncology. **Grade 3:** A minimum of 10 years' appropriate experience as Medical Specialist after registration with the HPCSA (or a recognized foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Radiation Oncology. Inherent requirements of the job: Ability and willingness to work overtime. Competencies (knowledge/skills): Proven ability to function independently as a specialist clinical oncologist, providing radiotherapy, chemotherapy, palliative care and supportive care services. Appropriate understanding of the systems, structures and values of the Western Cape Government Department of Health and Wellness. Dedication to patient care and to maintaining professional integrity. Excellent knowledge and skills in routine and emergency oncology, including chemotherapy administration, specialized radiation techniques, protocol development and adherence, and palliative and supportive oncology. Knowledge and skills appropriate for the supervision of undergraduate and postgraduate student research. Knowledge and skills appropriate for undergraduate and postgraduate teaching and training in Clinical Oncology. Computer literacy (MS Word, Excel, PowerPoint, Outlook, TEAMS). Good interpersonal and organisational skills and proven ability to function well within a team and to communicate effectively with all categories of staff as well as students.

DUTIES : Render an appropriate chemo and radiation service to Oncology patients within the limitations imposed by the hospital administration. Management of own clinical medical service area. Participation in Divisional management. Participating in Teaching & Training. Participating in the operational research environment.

ENQUIRIES APPLICATIONS : Dr H Burger Tel No: (021) 938-4727, e-mail. henrietteburger@sun.ac.za
: Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

<u>NOTE</u>	:	"Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration as Medical Specialist in Radiation Oncology with the relevant council (including individuals who must apply for change in registration status)".
<u>CLOSING DATE</u>	:	15 November 2024
<u>POST 40/227</u>	:	<u>DEPUTY MANAGER NURSING (LEVEL 1 AND 2 HOSPITALS)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R974 493 per annum, (A portion of the package can be structured according to the individual's personal needs).
<u>CENTRE</u>	:	Khayelitsha District Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e., degree/diploma in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as Professional Nurse. Registration with a Professional Council: Current registration with the SANC. Experience: A minimum of 9 years appropriate/recognisable experience in nursing after registration as Professional Nurse in General Nursing. At least 4 years of the period referred to above must be appropriate/recognisable experience at management level. Inherent requirements of the job: Valid driver's licence (Code B/EB). Willingness to travel and do after-hours calls. Competencies (knowledge/skills): Computer literacy (MS Word, Excel, PowerPoint, Outlook, Internet). Ability to communicate effectively (both written and verbal). Good organisational, interpersonal, creative problem solving and research skills. Basic knowledge and experience in office administration, financial and procurement administration.
<u>DUTIES</u>	:	Provide guidance and leadership towards the realization of strategic goals and objectives of the division. Provide professional, technical and management support for the provision of quality patient care through proper management of nursing care programs. Advocate and ensure the promotion of nursing ethos and professionalism. Ensure efficient financial planning, control, and the effective use of all resources. Develop and monitor the implementation of policies, programmes, regulations, practices, procedures, and standards pertaining to nursing care. Utilize information technology and other management information systems to manage nursing information for the enhancement of service delivery. Establish, maintain, and participate in inter-professional and multi-disciplinary teamwork that promotes efficient and effective health care. Overall management of Nursing Services (Operational, Human Resources, and Finances).
<u>ENQUIRIES</u>	:	Mr J Kruger Tel No: (021) 360-4623
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	:	15 November 2024
<u>POST 40/228</u>	:	<u>MEDICAL OFFICER GRADE 1 TO 3: NEUROSURGERY</u> (1-Year Contract)
<u>SALARY</u>	:	Grade 1: R949 146 per annum Grade 2: R1 082 988 per annum Grade 3: R1 253 415 per annum (A portion of the package can be structured according to the individual's personal needs).
<u>CENTRE</u>	:	Groote Schuur Hospital, Observatory
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with the Health Professions Council: Registration with the HPCSA as a Medical Practitioner. Experience: Grade 1: None after registration as a Medical Practitioner with the HPCSA in respect of SA qualified employees. One-year relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Grade 2: A minimum of 5 years appropriate experience as Medical Practitioner after registration with the HPCSA as a Medical Practitioner in respect of SA qualified employees. A minimum of 6 years relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Grade 3: A minimum of 10 years appropriate experience as a Medical Practitioner after registration with the HPCSA as a Medical Practitioner in respect of SA qualified employees. A minimum of 11 years relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Inherent requirement of the job: Commuted overtime is compulsory. Participate in the after-hours call system. Advanced Trauma Life Support (ATLS) certified. Competencies (knowledge/skills): Ability to work under pressure as part of a clinical team. Basic surgical skills and other courses. Appropriate and sufficient clinical experience since obtaining the degree of MBChB and after completion of internal rotations. Completion of community service.

<u>DUTIES</u>	:	Leadership. Research. Teaching. Clinical Service: Patient care and assisting in theatre. Clinical governance.
<u>ENQUIRIES APPLICATIONS</u>	:	Prof A Figaji, email: Anthony.figaji@uct.ac.za
	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)".
<u>CLOSING DATE</u>	:	15 November 2024
<u>POST 40/229</u>	:	<u>REGISTRAR (MEDICAL) (OBSTETRICS AND GYNAECOLOGY) (X3 POSTS)</u> (5 Year Contract)
<u>SALARY</u>	:	R949 146 per annum, (A portion of the package can be structured according to the individual's personal needs).
<u>CENTRE REQUIREMENTS</u>	:	Tygerberg Hospital, Parow Valley
	:	Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with a Professional Council: Registration with the HPCSA as a Medical Practitioner. Inherent requirements of the job: Participation in commuted overtime (after-hours emergency service) is compulsory. Valid driver's license. Registrars can be rotated through the related departments at various hospitals, including hospitals served in their specific outreach programmes; e.g. Paarl and Worcester Regional hospital as well as Khayelitsha, Helderberg, Eerste Rivier and Karl Bremer district hospitals; as required by the training program. Candidates must be willing to participate in the Termination of Pregnancy services according to the relevant act. Competencies (knowledge/skills): Appropriate post-community service experience in obstetrics and gynaecology (under onsite supervision of a registered obstetrician gynaecologist). Clinical experience with adult as well as neonatal intubation and resuscitation is required. Applicants must have a valid CMSA (College of Obstetricians and Gynecologists) FCOG part 1. Diploma in obstetrics, ultrasound training and additional obstetrics/gynaecology experience. Ability to do a Caesarean section independently and to work in a professional team. Computer literacy in MS Word and Excel or similar, including the ability to use online resources relevant to the discipline. Auxiliary courses relevant to the field of Obstetrics and Gynaecology (e.g. ultrasound, ACLS, ESMOE, ANLS, surgical skills, basic laparoscopy etc). A logbook indicating at least 250 Caesarean sections performed as main operator. CMSA FCOG part 1 (valid for at least 5 years after entry into the post). Basic obstetric ultrasound certification (or a letter from a specialist indicating competence in ultrasound).
<u>DUTIES</u>	:	Provide a high-quality clinical service to patients and their families. Supervision of junior medical staff to ensure quality of care and good clinical outcomes. Informal teaching and training of junior staff in the course of clinical work. Teaching (formal and informal) of undergraduate medical students. Achieve success in the FCOG intermediary exam after 18 months and FCOG part II exam of the CMSA prior to the end of the five-year contract. Graduation with an MMed (O&G) degree prior to the end of the five-year contract after completion of the required research project.
<u>ENQUIRIES APPLICATIONS</u>	:	Prof GS Gebhardt (gsgeb@sun.ac.za) or Tel No: (021) 938 4638 or jeban@sun.ac.za
	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	Appointment as Registrar will be for a maximum contract period of 5 years. It may become necessary to second/transfer staff to another hospital/institution during their period of training, in which case affected staff will be consulted prior to any decision being implemented. Registrars will function across health facilities, as per an agreed programme. Should registration with the HEI as a student be discontinued for any reason the appointment as a Registrar also discontinues. Consideration will be given to existing employees who are already on higher salary packages to retain their existing salary position, as personal. As such they are entitled to receive pay progression. Appointment as Registrar will be on contract. Employees in service who opt to continue with their pension benefits as Registrar, will be required to resign after completion of their registrarship should they not be successful for advertised Specialist positions. The Department of Health is guided by the principles of Employment Equity. Candidates with disability are encouraged to apply and an indication in this regard will be appreciated. Specific Registrar posts within the Department will be identified as part of the Affirmative Action programme to create a representative Specialist cadre in line with applicable procedures. Preference will be given to SA citizens/permanent residents with a valid identity document. Registrars will be required to register as post-graduates with Stellenbosch University according to the yearbook and guidelines.
<u>CLOSING DATE</u>	:	15 November 2024

<u>POST 40/230</u>	:	<u>REGISTRAR (NEUROSURGERY)</u> (5 Year Contract)
<u>SALARY</u>	:	R949 146 per annum, (A portion of the package can be structured according to the individual's personal needs)
<u>CENTRE REQUIREMENTS</u>	:	Groote Schuur Hospital, Observatory Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with a Professional Council: Registration with the HPCSA as a Medical Practitioner. Inherent requirement of the job: Commuted overtime is compulsory. A certificate of ATLS and Basic Surgical skills course completed. FCS (SA) part 1A. Each Registrar will be appointed in a specific training complex but could be required to work across the platform on request. Willingness to work overtime when required. Competencies (knowledge/skills): Research experience. Ability to work in a team under pressure. Appropriate and sufficient clinical experience since obtaining the degree of MBChB and after completion of internal rotations. Knowledge, expertise and experience with regards to providing medical services in Neurosurgery.
<u>DUTIES</u>	:	Clinical Service: Patient care. Clinical Service: Operative. Clinical governance. Teaching. Research. Leadership.
<u>ENQUIRIES APPLICATIONS</u>	:	Prof A Figaji, email: Anthony.figaji@uct.ac.za Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	Preference will be given to SA citizens/permanent residents with a valid identity document*. No payment of any kind is required when applying for this post. "Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for a change in registration status). ii) Other: Registrars will be required to register as post-graduates with the applicable University in the Western Cape according to the requirements for the discipline in the yearbook and guidelines." No payment of any kind is required when applying for this post. Candidates will have to undergo profiling assessments prior to appointment. Consideration will be given to existing employees who are already on higher salary packages to retain their existing salary position, as personal. As such they are entitled to receive pay progression. Appointment as Registrar will be for a maximum contract period of 4/5 years. Employees in service who opt to continue with their pension benefits as Registrar, will be required to resign after completion of their registrarship should they not be successful for advertised Specialist positions. Should registration with the HEI as a student be discontinued for any reason the appointment of Registrar also discontinues. Applicants must indicate whether they have bursary obligations.
<u>CLOSING DATE</u>	:	15 November 2024
<u>POST 40/231</u>	:	<u>REGISTRAR (ANAESTHETICS) (X2 POSTS)</u> (4 Year Contract)
<u>SALARY</u>	:	R949 146 per annum, (A portion of the package can be structured according to the individual's personal needs)
<u>CENTRE REQUIREMENTS</u>	:	Groote Schuur Hospital, Observatory Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with a professional council: Registration with the HPCSA as a Medical Practitioner. Inherent requirements of the job: A valid (code B/EB) driver's licence. Commuted overtime is compulsory. Emergency and after hour call cover. Each Registrar will be appointed in a specific training complex but could be required to work across the platform on request. Competencies (knowledge/skills): Effective leadership & interpersonal skills. Appropriate and sufficient clinical experience since obtaining the degree of MBChB and after completion of internal rotations. Knowledge and practical skills for safe regional and general anaesthesia. Knowledge and appropriate use of equipment. Completion of FCA Part 1. Other appropriate Post-Graduate Medical Diploma, Certificate or Degree. Current certificate of ATLS/ACLS. Diploma in Anaesthesia (DA). Experience in Internal Medicine or Critical care. Experience in Anesthesiology and Perioperative Medicine.
<u>DUTIES</u>	:	Provision of safe anaesthetic care to patients. Pre-op assessment of patients & advice to surgeons regarding work up. Post-operative analgesia & recovery of patients from anaesthesia. Intensive Care Therapy. Learn the art and science of anaesthesia practice & ICU Medicine. Attend tutorials and assist with the training of interns, medical students, nursing staff and paramedics. Supervision in theatre/ICU and management of theatre lists/staff, especially after hours Learn critical skills required by an anaesthetist. Involvement in research/audits relating to anaesthesia, intensive care and pain management
<u>ENQUIRIES APPLICATIONS</u>	:	Prof J Swanevelder, email: Justiaan.swanevelder@uct.ac.za Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Preference will be given to SA citizens/permanent residents with a valid identity document. No payment of any kind is required when applying for this post. "Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for a change in registration status). ii) Other: Registrars will be required to register as post-graduates with the applicable University in the Western Cape according to the requirements for the discipline in the yearbook and guidelines." No payment of any kind is required when applying for this post. Candidates will have to undergo profiling assessments prior to appointment. Consideration will be given to existing employees who are already on higher salary packages to retain their existing salary position, as personal. As such they are entitled to receive pay progression. Appointment as Registrar will be for a maximum contract period of 4/5 years. Employees in service who opt to continue with their pension benefits as Registrar, will be required to resign after completion of their registrarship should they not be successful for advertised Specialist positions. Should registration with the HEI as a student be discontinued for any reason the appointment of Registrar also discontinues. Applicants must indicate whether they have bursary obligations.
<u>CLOSING DATE</u>	:	15 November 2024
<u>POST 40/232</u>	:	<u>PHARMACIST GRADE 1 TO 3 (X2 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R804 609 per annum Grade 2: R869 796 per annum Grade 3: R949 146 per annum (A portion of the package can be structured according to the individual's personal needs).
<u>CENTRE REQUIREMENTS</u>	:	Tygerberg Hospital, Parow Valley Minimum educational qualification: Basic qualification accredited with the South African Pharmacy Council (SAPC) that allows registration with the SAPC as a Pharmacist. Registration with a Professional Council: Registration with the SAPC as a Pharmacist. Experience: Grade 1: None after registration as Pharmacist with the SAPC in respect of SA qualified employees. 1-year relevant experience after registration as Pharmacist with a recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Grade 2: A minimum of 5 years' appropriate experience after registration as a Pharmacist with the SAPC in respect of SA qualified employees. 6 years' relevant experience after registration as Pharmacist with a recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Grade 3: A minimum of 13 years' relevant experience after registration as Pharmacist with the SAPC in respect of SA qualified employees. 14 years' relevant experience after registration as Pharmacist with a recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Competencies (knowledge/skills): Willingness to register as a Tutor with SAPC. Knowledge of National and Provincial Health Policies, Pharmacy Acts and Laws. Ability to work under pressure. Good communication and interpersonal skills. Able to work independently as well as in a team. Computer Literacy.
<u>DUTIES</u>	:	Ensure quality provision of Pharmaceutical Care, including prescription evaluation, drug monitoring and review to ensure rational use of drugs, patient compliance and therapeutic success. Provide Pharmaceutical support to other Health Care Professionals within the Hospital. Ensure effective drug supply management by managing the safe and reliable procurement, storage, control and distribution of quality pharmaceuticals. Monitor and report on pharmaceutical expenditure, turnover and usage trends and advise the head of the department. Professional advisory service, including the training, education and development of pharmacy staff in the delivery of a comprehensive pharmaceutical service. Willingness to train in different Departments within a Hospital Pharmacy in order to acquire the skills necessary to work in the various department to strengthen the Pharmacy Services at Tygerberg Hospital. Support Pharmacy Management in execution of duties in order to provide a quality Pharmaceutical Service.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr W Isaacs Tel No: (021) 938 5225 Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration as Pharmacist with the relevant council (including individuals who must apply for change in registration status)".
<u>CLOSING DATE</u>	:	15 November 2024

POST 40/233 : **CHIEF RADIOGRAPHER GRADE 1 (NUCLEAR MEDICINE)**

SALARY : R545 262 per annum

CENTRE : Tygerberg Hospital, Parow Valley

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Radiographer (Nuclear Medicine). Registration with a Professional Council: Registration with the HPCSA as Radiographer (Nuclear Medicine). Experience: A minimum of 3 years appropriate experience after registration with the HPCSA as Radiographer (Nuclear Medicine). Inherent requirement of the job: Must be willing to work shifts as determined by the radiography management. Competencies (knowledge/skills): The candidate must have managerial skills and experience. The candidate must have thorough knowledge of radiographic techniques, radiation protection, quality assurance and equipment safety. Advanced Computer literacy (MS Word, working knowledge of Excel, PowerPoint and Outlook). Good interpersonal, organisational and communication skills (written and verbal). Must be willing to work in a multidisciplinary team. Must have knowledge of radiation protection and safety. Ability to work under pressure and maintain a high standard of professionalism. Proof of Continuous Professional Development. Must be able to work with Adults and Paediatric patients.

DUTIES : Be responsible for the control, supervision, delegation, and co-ordination of activities in the department. Produce Nuclear Medicine imaging and laboratory procedures of high standards. Manage workflow on a Nuclear Medicine information management system. Provide optimal patient care. Ensure quality assurance and application of suitable radiation protection. Knowledge of use and care of Imaging Equipment. Supervise production radiographers re performance.

ENQUIRIES : Ms M. Klein Tel No: (021) 938-4268

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

CLOSING DATE : 15 November 2024

POST 40/234 : **OPERATIONAL MANAGER NURSING: GRADE 1 (GENERAL NURSING)**

SALARY : R520 560 per annum

CENTRE : Groote Schuur Hospital, Observatory

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e., diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: A minimum of 7 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirement of the job: Night duty hospital allocation as required. Perform after-hour, weekend and public holiday duties for the department and the hospital. Competencies (knowledge/skills): Principles of Management: Supervisory, leadership, problem solving, conflict resolution and interpersonal/communication skills. Ability to function independently as well as part of the multi-disciplinary team. Good organisational skills and the ability to function under pressure. Effective communication, interpersonal, leadership, decision making and conflict resolution skills. Knowledge of Nursing legislation related legal and ethical nursing practices and framework. Human Resources, Labour relations legislation and Financial Management, including computer literacy (i.e. Ms Word, Excel, PowerPoint, and Outlook).

DUTIES : Provide innovative leadership in the allocated area to realise the strategic goals and objectives of the Nursing Division. Responsible for the co-ordination and delivery of quality nursing care within the relevant department; participation and implementation of audits and planned improvement initiatives. Participate in formulation, monitoring and implementation of policies, guidelines, standards, procedures, and regulations pertaining to nursing care within the relevant Department. Provide effective support and management of human, material and financial resources, as well as Functional Business FBU management principles. Manage staff performance, training and personal development of self and subordinates including management of underperformance and grievances. Collect, provide and use relevant information for the enhancement of service delivery, including participation in and encouragement of nursing research as well as Maintaining ethical standards and promote professional development.

ENQUIRIES : Ms LJ De Palo Tel No: (021) 404-2105

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

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

CLOSING DATE : 15 November 2024

POST 40/235 : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY NURSING: ONCOLOGY)**
Chief Directorate: Rural Health Services

SALARY : Grade 1: R451 533 (PN-B1) per annum
Grade 2: R553 545 (PN-B2) per annum

CENTRE : George Regional Hospital

<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Council (SANC) as a Professional Nurse. A post-basic nursing qualification with a duration of at least 1 year in Medical and Surgical Nursing Science: Oncological Nursing. Registration with a Professional Council: Registration with the SANC as a Professional Nurse. Experience: Grade 1: A minimum of 4 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 14 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in Oncological Nursing science after obtaining the 1-year post-basic qualification in the relevant specialty. Inherent requirements of the job: Willingness to work shifts, overtime, day and night duty, weekends and public holidays to meet the operational requirements. Willingness to rotate within the Outpatient's department. Competencies (knowledge/skills): Knowledge of relevant legislation and policies of the Department of Health Western Cape. Leadership towards the realisation of strategic goals and objectives of the Oncology & Outpatients' Department.
<u>DUTIES</u>	:	Ensure quality patient care regarding the identification of nursing care needs, the planning and implementation of nursing care plans and the education of nursing personnel as a Professional Nurse in an Oncology service. Render and supervise specialized clinical nursing care and support clinical staff with surgical and medical procedures. Utilize human, material and physical resources efficiently and effectively. Maintain and promote professional growth/ethical standards and development of self and others. Display of core values of the Department of Health WCG in the execution of duties.
<u>ENQUIRIES</u>	:	Ms C Jansen van Vuuren Tel No: (044) 802 4582
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidate will be subjected to a practical. Candidates who are not in possession of the required qualification will be appointed into the general stream, and they will be required to obtain the necessary qualification within a predetermined period of time. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in the post basic qualification in: Medical and Surgical Nursing Science: Oncological Nursing with the South African Nursing Council. The pool of applicants will be considered for similar vacant posts within George Regional Hospital for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	15 November 2024
<u>POST 40/236</u>	:	<u>CLINICAL NURSE PRACTITIONER: GRADE 1 TO 2 (PRIMARY HEALTH CARE)</u> Central Karoo District
<u>SALARY</u>	:	Grade 1: R451 533 per annum Grade 2: R553 545 per annum
<u>CENTRE</u>	:	Prince Albert Clinic
<u>REQUIREMENTS</u>	:	Minimum educational qualification: -Basic R425 qualification (i.e., diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwife. A post-basic nursing qualification with a duration of at least 1 year in Clinical Nursing Science, Health Assessment, Treatment and Care accredited with the SANC (48). Registration with a Professional Council: Registration with the SANC as a Professional Nurse and Midwife. Experience: Grade 1: A minimum of 4 years' appropriate/recognisable nursing experience after registration with the SANC as Professional Nurse in General Nursing. Grade 2: A minimum of 14 years appropriate/recognisable nursing experience after registration with the SANC as Professional Nurse in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1-year post-basic qualification in the relevant specialty. Inherent requirements of the job: Valid (Code B/EB) driver's licence and willingness to travel. Competencies (knowledge/skills): NIMART training or experience. Problem-solving, report writing, liaison and facilitation skills. Basic computer skills in (i.e., MS Word, Excel, Outlook).
<u>DUTIES</u>	:	Assist with the management of the Burden of Disease according to the Comprehensive Health programme. Quality of service Plan and implement Health Promotion and Prevention activities in facility and community. Link with the community structures and NPO's. Collect data and submit reports on or before time. Assist with the managing of Human Resources, Finance, SCM, Strategy and Health support, Infrastructure and equipment management. Provide PHC services to the surrounding farming communities.
<u>ENQUIRIES</u>	:	Mr E Usamabahoro Tel No: (023) 814 – 0011
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to

register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in the post basic qualification in: Curative Skills in Clinical Nursing Science: Health Assessment, Treatment and Care accredited with the SANC (R48). The pool of applications will be considered for other similar posts within the Central Karoo District for a period of 3 months from date of advert. Candidates will be subjected to a practical/written assessment.

<u>CLOSING DATE</u>	:	15 November 2024
<u>POST 40/237</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: CRITICAL CARE - ICU) CLINICAL FACILITATOR</u>
<u>SALARY</u>	:	Grade 1: R451 533 per annum Grade 2: R553 545 per annum
<u>CENTRE REQUIREMENTS</u>	:	Groote Schuur Hospital, Observatory Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post-basic nursing qualification, with a duration of at least one year accredited with the SANC in Medical & Surgical Nursing Science: Critical Care Nursing: General. Registration with a professional council: Registration with SANC as Professional Nurse. Experience: Grade 1: A minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. Grade 2: A minimum of 14 years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of this period referred to above must be appropriate/recognizable experience in the specific specialty after obtaining the one-year post-basic/ advanced qualification in the relevant specialty as mentioned above. Competencies (knowledge/skills): Excellent verbal and written communication skills. Computer literacy, (MS Word, Excel PowerPoint and Internet) and Presentation skills. Ability to work effectively in a multi-disciplinary team. Extensive knowledge of Acts, policies, protocols and procedures within the ICU with regards to Quality Practices, extensive knowledge of nursing practices or regimes within ICU and knowledge of basic and post-basic training programmes.
<u>DUTIES</u>	:	Facilitate the development of learning opportunities for all nursing personnel and students. Facilitate the in-service training updating of skills and competencies as well as the orientation programme for nurses and students and support nursing research. Evaluate and assess the competencies and skills of nursing personnel and students. Ensure the appropriate placement and accompaniment of nursing personnel and nursing students. Effective utilization of financial and human resources.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms R Sutcliffe Tel No: (021) 404-2092 Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within GSH for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	15 November 2024
<u>POST 40/238</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: TRAUMA AND EMERGENCY) CLINICAL FACILITATOR</u>
<u>SALARY</u>	:	Grade 1: R451 533 per annum Grade 2: R553 545 per annum
<u>CENTRE REQUIREMENTS</u>	:	Groote Schuur Hospital, Observatory Minimum educational qualification: Basic R425 qualification (i. e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Post-basic nursing qualification with a duration of at least one year accredited with the SANC in Medical and Surgical Nursing Science: Critical Care Nursing: Trauma and Emergency. Registration with the Health Professions Council: Registration with SANC as Professional Nurse. Experience: Grade 1: A minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 14 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in the specific specialty after obtaining the 1 year post-basic qualification in Medical and Surgical Nursing: Critical Care: Trauma and Emergency. Competencies (knowledge/skills): Extensive knowledge of Acts, policies, protocols and procedures within the Trauma and Emergency with regards to Quality Practices, have Extensive knowledge of nursing practices or regimes within Trauma and Emergency and must have knowledge of basic and post-basic training

programmes. Excellent verbal and written communication skills Ability to work effectively in a multi-disciplinary team. Computer literacy, (MS Word, Excel, PowerPoint and Internet) and Presentation skills.

DUTIES : Facilitate the development of learning opportunities for all nursing personnel and students. Facilitate the in-service training updating of skills and competencies as well as the orientation programme for nurses and students and support nursing research. Evaluate and assess the competencies and skills of nursing personnel and students. Ensure the appropriate placement and accompaniment of nursing personnel and nursing students. Effective utilization of financial and Human Resources.

ENQUIRIES : Ms R Sutcliffe Tel No: (021) 404-2092
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post. The pool of applicants will be considered for similar vacant posts within Groote Schuur Hospital for a period of 3 months from date of advert. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in the post-basic qualification in Medical and Surgical Nursing Science: Critical Care Nursing: Trauma and Emergency

CLOSING DATE : 15 November 2024

POST 40/239 : **ASSISTANT DIRECTOR: HUMAN RESOURCE ADMINISTRATION**
Chief Directorate: Metro Health Services

SALARY : R444 036 per annum
CENTRE : Lentegeur Hospital
REQUIREMENTS : Minimum educational qualification: Appropriate 3-year National Diploma or Degree. Experience: Appropriate experience in all aspects of human resource management, human resource development and labour relations. Appropriate supervisory experience. Appropriate PERSAL experience. Inherent requirements of the job: Valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Sound knowledge of Human Resource policies, procedures, prescripts, HR audit compliance prescripts, management of the Approved Post Lists (APL), establishment control, Human Resource Development and Labour Relations. Good communication skills (written and verbal). Strong managerial and supervisory skills. Computer skills (MS Office and Outlook).

DUTIES : Facilitate, co-ordinate and manage HR Planning, Recruitment and Selection, Establishment Control, Staff Performance Management System and Human Resource Administration. Implement systems and strategies to ensure effective and efficient Quality and Risk Management in the Human Resource Department. Facilitate compliance with the Auditor-General's requirements and HR audit reports and ensure that sample testing is performed and reported on that is in line with the HR Compliance Monitoring Instrument (HR CMI) HR Audit Action Plan (HR AAP). Administer and ensure that audit investigations, follow-up and feedback of audit findings are done timeously. Manage Human Resource Development and the implementation of HRD policies, prescripts and Institutional Work Skills Plans. Manage sound Labour Relations and effective participation in IMLC and labour relations matters. Management and training of staff in the Human Resource Component.

ENQUIRIES : Ms N Petersen Tel No: (021) 370-1405
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a written/practical and oral assessment. The pool of applicants will be considered for similar posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert.

CLOSING DATE : 15 November 2024

POST 40/240 : **ASSISTANT DIRECTOR: LABOUR RELATIONS (PEOPLE DEVELOPMENT)**
Chief Directorate: Metro Health Services

SALARY : R444 036 per annum
CENTRE : Northern/Tygerberg Sub-structure
REQUIREMENTS : Minimum educational qualification: Appropriate 3-year National Diploma or Degree (or equivalent). Experience: Appropriate experience in Labour Relations in the Public Sector. Appropriate experience of People Development. Appropriate supervisory experience. Inherent requirements of the job: Valid (Code B/EB) driver's license. Willingness to travel. Competencies (knowledge/skills): Computer Literacy (MS Office, Word, Excel, Power Point and Outlook). Strong interpersonal, planning, conflict handling and organizing skills. Ability to think analytically and the ability to resolve problems. Knowledge of statistics and the interpretation and presentation thereof.

DUTIES : Management of the Labour Relations component and function (grievances, disciplinary matters, disputes, collective bargaining, strike and unrest management and other labour matters).

Management of the People Development component and function (workplace skills plan, facilitation of training, bursaries, internships, learnerships, leadership development and other People Development matters. Give advice and support regarding Labour Relations. Give advice and support regarding People Development. Compiling and conduct training and development interventions.

ENQUIRIES APPLICATIONS : Ms. PM Petersen Tel No: (021) 815-8567
 Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post. The pool of applicants will be considered for similar vacant posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert. Candidates will be subjected to a practical/written and oral assessment.

CLOSING DATE : 15 November 2024

POST 40/241 : **EMS RESCUE STATION MANAGER GRADE 3 TO 6**
 Chief Directorate: Emergency and Clinical Services Support

SALARY : Grade 3: R376 596 per annum
 Grade 4: R455 079 per annum
 Grade 5: R532 815 per annum
 Grade 6: R591 741 per annum

CENTRE REQUIREMENTS : Emergency Medical Services, Garden Route – Riversdale
 Minimum educational qualification: **Grade 3:** Successful completion of the Immediate Life Support (ILS) that allows registration with the HPCSA as Ambulance Emergency Assistant (AEA). **Grade 4:** Successful completion of the Emergency Care Technician Course (ECT) that allows registration with the HPCSA as Emergency Care Technician (ECT). **Grade 5:** Successful completion of the Critical Care Assistant course (CCA) or National Diploma that allows registration with the HPCSA as a Paramedic. **Grade 6:** Successful completion of the B-Tech Degree that allows registration with the HPCSA as an Emergency Care Practitioner (ECP).
 Registration with a Professional Council: Grade 3: Registration with the Health Professions Council of South Africa as an AEA. Grade 4: Registration with the Health Professions Council of South Africa as an ECT. Grade 5: Registration with the Health Professions Council of South Africa as a Paramedic. Grade 6: Registration with the Health Professions Council of South Africa as an ECP. Experience: Grade 3: Minimum of 3 years experience after registration with the Health Professions Council of South Africa as Ambulance Emergency Assistant (AEA). Grade 4: Minimum of 3 years experience after registration with the Health Professions Council of South Africa as Emergency Care Technician (ECT). Grade 5: Minimum of 3 years experience after registration with the Health Professions Council of South Africa as a Paramedic. Grade 6: Minimum of 3 years experience after registration with the Health Professions Council of South Africa as Emergency Care Practitioner (ECP).
 Inherent requirements of the job: Current registration as an AEA, ECT, PARAMEDIC or ECP. Valid code C1 driver's licence. Valid Code 10 Professional driver's permit. Physical and mental fitness as an Emergency Services practitioner. Competencies (knowledge/skills): Good communication and interpersonal skills. Excellent knowledge of all levels of Emergency Care protocols. Computer literacy in the MS Office package. Report writing skills.

DUTIES : Manage pre-hospital Emergency Care Services within the geographic area and respond to incidents when required. Ensure that the maintenance of Emergency vehicles and equipment are managed effectively and efficiently. Maintain responsibility for the audit compliance with regards to Supply Chain Management and Human Resource matters, inclusive of the Station's budget allocation and facilitation of account payments for goods and services.-Effectively manage and supervise staff in relation to the Human Resource and Labour Relations function. Ensure effective communication with regards to meetings, workshops, debriefs, compiling stats and report writing. Effective support to District Manager and act in management capacity when required.

ENQUIRIES APPLICATIONS : Mr J Jansen Tel No: (044) 80 22 500
 Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

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

CLOSING DATE : 15 November 2024

POST 40/242 : **EMS RESCUE STATION MANAGER GRADE 3 TO 6**
 (Chief Directorate: Emergency and Clinical Services Support)

SALARY : Grade 3: R376 596 per annum
 Grade 4: R455 079 per annum
 Grade 5: R532 815 per annum
 Grade 6: R591 741 per annum

CENTRE REQUIREMENTS : Emergency Medical Services, Central Karoo – Beaufort-Wes
 Minimum educational qualification: **Grade 3:** Successful completion of the Immediate Life Support (ILS) that allows registration with the HPCSA as Ambulance Emergency Assistant (AEA). **Grade 4:** Successful completion of the Emergency Care Technician Course (ECT) that allows registration with the HPCSA as Emergency Care Technician (ECT). **Grade 5:** Successful

completion of the Critical Care Assistant course (CCA) or National Diploma that allows registration with the HPCSA as a Paramedic. **Grade 6:** Successful completion of the B-Tech Degree that allows registration with the HPCSA as a Emergency Care Practitioner (ECP). Registration with a Professional Council: Grade 3: Registration with the Health Professions Council of South Africa as an AEA. Grade 4: Registration with the Health Professions Council of South Africa as an ECT. Grade 5: Registration with the Health Professions Council of South Africa as a Paramedic. Grade 6: Registration with the Health Professions Council of South Africa as an ECP. Experience: Grade 3: Minimum of 3 years experience after registration with the Health Professions Council of South Africa as Ambulance Emergency Assistant (AEA). Grade 4: Minimum of 3 years experience after registration with the Health Professions Council of South Africa as Emergency Care Technician (ECT). Grade 5: Minimum of 3 years experience after registration with the Health Professions Council of South Africa as a Paramedic. Grade 6: Minimum of 3 years experience after registration with the Health Professions Council of South Africa as Emergency Care Practitioner (ECP). Inherent requirements of the job: Current registration as an AEA, ECT, PARAMEDIC or ECP. Valid code C1 driver's license. Valid Code 10 Professional driver's permit. Physical and mental fitness as an Emergency Services practitioner. Competencies (knowledge/skills): Good communication and interpersonal skills. Excellent knowledge of all levels of Emergency Care protocols. Computer literacy in the MS Office package. Report writing skills.

DUTIES : Manage pre-hospital Emergency Care Services within the geographic area and respond to incidents when required. Ensure that the maintenance of Emergency vehicles and equipment are managed effectively and efficiently. Maintain responsibility for the audit compliance with regards to Supply Chain Management and Human Resource matters, inclusive of the Station's budget allocation and facilitation of account payments for goods and services. Effectively manage and supervise staff in relation to the Human Resource and Labour Relations function. Ensure effective communication with regards to meetings, workshops, debriefs, compiling stats and report writing. Effective support to District Manager and act in management capacity when required.

ENQUIRIES : Mr R. Botha at (083) 585 3339
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : Shortlisted candidates will be expected to undergo a practical assessment.
CLOSING DATE : 15 November 2024

POST 40/243 : **SENIOR STATE ACCOUNTANT: FINANCIAL COMPLIANCE (X4 POSTS)**
 Directorate: Financial Accounting

SALARY : R376 413 per annum
CENTRE : Head Office, Cape Town on the premises of Stikland Hospital.
REQUIREMENTS : Minimum educational qualifications: An appropriate 3 - year National Diploma/Degree in SCM, Finance, Accounting or Auditing with experience in the key performance areas of the job. Experience: Knowledge and appropriate experience in Finance and Supply Chain Management environment. Inherent requirements of the job: Valid (Code B/EB) manual driver's license. Willingness to travel. Will be rotated and placed at any institution within the Western Cape. Competencies (knowledge/skills): The ability to interpret and apply financial and SCM policies, procedures, and prescripts. Ability to compile reports and presentation thereof. Knowledge of inventory, assets, irregular expenditure, commitments, and accruals. Knowledge of transfer payments. Computer literacy (Microsoft Excel, Word, Power Point).

DUTIES : Evaluate Accounting and Supply Chain transactions for correctness and compliance with the legislative framework and financial prescripts. Evaluate inventory within the institutions and ensure that all inventory/warehouse items reconcile on the Accounting Systems of the department. Evaluate the use and management of all assets in the institution and ensure that all assets are correctly accounted for on accounting systems of the department. Report any discrepancies found and assist Institutional management to implement corrective measures.

ENQUIRIES : Mr A. Moya, email: anele.moya@westerncape.gov.za
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

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

CLOSING DATE : 15 November 2024

POST 40/244 : **CASE MANAGER**

SALARY : R376 413 per annum
CENTRE : Tygerberg Hospital, Parow Valley
REQUIREMENTS : Minimum educational qualification: Appropriate three-year health related National Diploma/Degree or equivalent registrable with the Health Professions Council of South Africa (HPCSA) or South African Nursing Council (SANC). Experience: Appropriate experience preferably at hospital level, alternatively at a medical scheme or in a clinical environment.

Competencies (knowledge/skills): Ability to link patient diagnosis (ICD10 Coding) with procedure codes. Knowledge of the UPFS and ability to perform clinical audits of patient accounts. Knowledge of the Medical Scheme Act 131 of 1998 and relevant PMB Regulations. Excellent verbal and written communication skills. Excellent interpersonal skills and the ability to act independently, objectively and with confidence and collaboratively as part of the healthcare team. Computer literate (Microsoft Office/Teams). Ability to work under pressure, handle a high work volume and meet strict deadlines. Strong critical thinking and problem-solving abilities.

DUTIES : Ensure that pre-admission and pre-authorisation information is accurate and in accordance with hospital and funder procedures. Manage and implement Case Management policies, protocols and procedures timeously. Provide training and workshops when required. Liaise with internal and external stakeholders such as Funders and Managed care organisations with regards to treatment of patient, MHC policies, protocols, optimal fund utilisation, clinical information, diagnostic and procedural coding. Provide complete and accurate clinical updates and discharge information to Funders. Conduct clinical audits of patients' accounts and ensure clinical auditing of the account controllers are accurate. Ensure accurate, specific and comprehensive clinical coding. Complete queries/requests of the Medical Scheme follow-up section timeously. Queries will include drafting of motivational letters where possible, obtaining authorisation, concurrent review of patient clinical information, i.e. length of stay, level of care, clinical coding and PMB. When handling or investigating a debtor query, ensure the account is accurately billed. Manage the workflow and supervise personnel of the Case Management department. Participate in interdisciplinary team meetings to optimize patient care. Provide estimations for all patient classifications. Provide Case management statistics on a weekly / monthly basis.

ENQUIRIES : Ms J Jooste Tel No: (021) 938-4140
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : This post does not form part of any Occupation Specific Dispensation. Shortlisted candidates may be subjected to a practical test.

CLOSING DATE : 15 November 2024

POST 40/245 : **EMS SHIFT LEADER GRADE 3 TO 6**
 Chief Directorate: Emergency, Clinical and Support Services

SALARY : Grade 3: R317 751 per annum
 Grade 4: R376 596 per annum
 Grade 5: R455 079 per annum
 Grade 6: R558 714 per annum

CENTRE : Emergency Medical Services, Murraysburg (Central Karoo District) (X1 Post)
 Emergency Medical Services, Oudtshoorn (Garden Route District) (X1 Post)

REQUIREMENTS : Minimum educational qualification: **Grade 3:** Successful completion of the Intermediate Life Support (ILS) that allows registration with the HPCSA as Ambulance Emergency Assistant (AEA). **Grade 4:** Successful completion of the Emergency Care Technician (ECT) that allows registration with the HPCSA as Emergency Care Technician (ECT). **Grade 5:** Successful completion of the Critical Care Assistant course (CCA) or National Diploma that allows registration with the HPCSA as Paramedic. **Grade 6:** Successful completion of the B-Tech Degree that allows registration with the HPCSA as Emergency Care Practitioner (ECP).
 Registration with a Professional Council: Grade 3: Registration with the Health Professions Council of South Africa as an AEA. Grade 4: Registration with the Health Professions Council of South Africa as an ECT. Grade 5: Registration with the Health Professions Council of South Africa as a Paramedic. Grade 6: Registration with the Health Professions Council of South Africa as an ECP. Experience: Grade 3: Minimum of 3 years' experience within your current registration category with the Health Professions Council of South Africa as Ambulance Emergency Assistant (AEA). Grade 4: Minimum of 3 years' experience within your current registration category with the Health Professions Council of South Africa as Emergency Care Technician (ECT). Grade 5: Minimum of 3 years' experience your current registration category with the Health Professions Council of South Africa as Paramedic. Grade 6: Minimum of 3 years' experience your current registration category with the Health Professions Council of South Africa as Emergency Care Practitioner (ECP). Inherent requirements of the job: Current registration with HPCSA as an AEA, ECT, Paramedic or ECP. Current Professional driver's permit. Valid code C1 driver's license. Competencies (knowledge/skills): Good communication and interpersonal skills. Excellent knowledge of all levels of Emergency Care protocols. Computer literacy in the MS Office package. Report writing skills. Physically fit and able.

DUTIES : Effective pre-hospital Emergency Medical Care and response to incidences when required. Ensure effective supervision and maintenance of Emergency Vehicles and equipment in line with the Financial and Fleet directives. Ensure effective report writing with regards to accident and incident reports, loss and theft control incidents and safety incidents. Supervise and manage rostered shifts and personnel in line with People Management policies and practices. Provide an effective administrative support to the Supervisor when required. Ensure effective communication with regards to patients, colleagues, other services and members of the Public.

ENQUIRIES : Mr J Jansen (District Manager – Garden Route/ Central Karoo) Tel No: (044) 802-2500

<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates will be expected to undergo a practical assessment.
<u>CLOSING DATE</u>	:	15 November 2024
<u>POST 40/246</u>	:	<u>EMS SHIFT LEADER GRADE 3 TO 6 (X2 POSTS)</u> Chief Directorate: Emergency, Clinical and Support Services
<u>SALARY</u>	:	Grade 3: R317 751 per annum Grade 4: R376 596 per annum Grade 5: R455 079 per annum Grade 6: R558 714 per annum
<u>CENTRE</u>	:	Emergency Medical Services, Murraysburg (Central Karoo District) (X1 Post) Emergency Medical Services, Oudtshoorn (Garden Route District) (X1 Post)
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Grade 3: Successful completion of the Intermediate Life Support (ILS) that allows registration with the HPCSA as Ambulance Emergency Assistant (AEA). Grade 4: Successful completion of the Emergency Care Technician (ECT) that allows registration with the HPCSA as Emergency Care Technician (ECT). Grade 5: Successful completion of the Critical Care Assistant course (CCA) or National Diploma that allows registration with the HPCSA as Paramedic. Grade 6: Successful completion of the B-Tech Degree that allows registration with the HPCSA as Emergency Care Practitioner (ECP). Registration with a Professional Council: Grade 3: Registration with the Health Professions Council of South Africa as an AEA. Grade 4: Registration with the Health Professions Council of South Africa as an ECT. Grade 5: Registration with the Health Professions Council of South Africa as a Paramedic. Grade 6: Registration with the Health Professions Council of South Africa as an ECP. Experience: Grade 3: Minimum of 3 years' experience within your current registration category with the Health Professions Council of South Africa as Ambulance Emergency Assistant (AEA). Grade 4: Minimum of 3 years' experience within your current registration category with the Health Professions Council of South Africa as Emergency Care Technician (ECT). Grade 5: Minimum of 3 years' experience your current registration category with the Health Professions Council of South Africa as Paramedic. Grade 6: Minimum of 3 years' experience your current registration category with the Health Professions Council of South Africa as Emergency Care Practitioner (ECP). Inherent requirements of the job: Current registration with HPCSA as an ANA, ECT, Paramedic or ECP. Current Professional driver's permit. Valid code C1 driver's license. Competencies (knowledge/skills): Good communication and interpersonal skills. Excellent knowledge of all levels of Emergency Care protocols. Computer literacy in the MS Office package. Report writing skills. Physically fit and able.
<u>DUTIES</u>	:	Effective pre-hospital Emergency Medical Care and response to incidences when required. Ensure effective supervision and maintenance of Emergency Vehicles and equipment in line with the Financial and Fleet directives. Ensure effective report writing with regards to accident and incident reports, loss and theft control incidents and safety incidents. Supervise and manage rostered shifts and personnel in line with People Management policies and practices. Provide an effective administrative support to the Supervisor when required. Ensure effective communication with regards to patients, colleagues, other services and members of the Public.
<u>ENQUIRIES</u>	:	Mr J Jansen (District Manager – Garden Route/ Central Karoo) Tel No: (044) 802-2500
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates will be expected to undergo a practical assessment.
<u>CLOSING DATE</u>	:	15 November 2024
<u>POST 40/247</u>	:	<u>ADMINISTRATIVE OFFICER: PEOPLE MANAGEMENT</u> Garden Route District
<u>SALARY</u>	:	R308 154 per annum
<u>CENTRE</u>	:	Mossel Bay Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in Human Resources (i.e. Salary Administration, Service Conditions, Personnel Management, PERSAL and Recruitment and Selection). Appropriate supervisory experience. Appropriate PERSAL experience. Inherent requirements of the job: Valid Driver's licence (Code EB) and willingness to travel to institutions within the Sub District. Competencies (knowledge/skills): Knowledge of all HRM aspects (i.e. commuted overtime system, and Circulars prescripts regulating and applicable to professional ranks in the OSD in the Health Sector). Ability to interpret and apply legislation, policies, directives and collective agreements. Computer skills (i.e. Microsoft Outlook, Excel, MS Word, PowerPoint, and PERSAL).
<u>DUTIES</u>	:	Administer and ensure effective and efficient implementation of HRM policies, prescripts, approval of PERSAL transactions with regards to Personnel provisioning, Personnel and Salary administration. Handle as well as oversee application of prescripts with regards to pension, leave, allowances, pay sheets, resettlement and auditing of files. Maintain an effective and efficient Recruitment and Selection service. Provide an effective support function to manager and personnel. Supervise Administration Clerks to ensure effective functioning of the Personnel

Administration Section and ensure compliance in the HR Office with regards to registers and exit interviews. Facilitate sub-district Training Committee meetings and report training stats to District Office.

- ENQUIRIES** : Ms R Coetzee Tel No: (044) 604 6110
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
NOTE : No payment of any kind is required is required when applying for this post. Shortlisted candidates could be subjected to a practical test.
CLOSING DATE : 15 November 2024

POST 40/248 : **ADMINISTRATIVE OFFICER: FINANCE/ADMIN (HOSPITAL FEES)**

- SALARY** : R308 154 per annum
CENTRE : Tygerberg Hospital, Parow Valley
REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics/ Maths Literacy and/or Accountancy as a passed subject or Senior Certificate (or equivalent) with experience / competencies that focuses on the Key Performance Areas (KPA's) of the post. Experience: Appropriate Supervisory experience in Revenue Department. Inherent requirements of the job: Computer literacy (Word, Excel) in terms of collating, interpreting and inserting data into a spreadsheet. Competencies (knowledge/skills): Good interpersonal and communication skills. Ability to work independently and function well within a team. Knowledge of patient fee tariff structure. Knowledge of revenue, debtor, banking and cash management. Understanding hospital fees, policies and procedures, medical scheme Act 131 of 1998, PFMA of 1999, Hospital Information systems (e.g. Clinicom, AR etc). Practical working experience in computer literacy (Microsoft office and internet) Ability to work under pressure, handle a high work volume and meet strict deadlines.

- DUTIES** : Ensure accurate allocation of revenue received on the account receivables. Vigorous follow-up of all debt. Supervise hospital fees staff in accordance with all relevant Personnel and labour relations polices. Ensure optimal revenue collection with due consideration to the revenue target. Effective human resource management of the revenue and cashier components. Responsible for management of debtors and medical aid scheme. Reconciliation of BAS ad HIS systems.

- ENQUIRIES** : Mr LI Kitshini Tel No: (021) 938-4387
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
NOTE : Candidates may be subjected to a practical test.
CLOSING DATE : 15 November 2024

POST 40/249 : **PERSONNEL PRACTITIONER**
Garden Route District

- SALARY** : R308 154 per annum
CENTRE : Garden Route District Office, George
REQUIREMENTS : Minimum educational qualification: Senior certificate (or equivalent). Experience: Appropriate experience in the field of People Management. Appropriate PERSAL experience. Appropriate experience on the E-Recruiting online system. Inherent requirements of the job: Valid (Code B/EB) driver's licence. Willingness to travel to institutions within Garden Route & Central Karoo Districts. Competencies (knowledge/skills): Excellent (verbal and written) communication skills. Ability to work under pressure, independently and to meet deadlines. Appropriate knowledge of HR Policies, procedures and practices. Computer skills (MS Office, MS Teams, Excel and PowerPoint).

- DUTIES** : Assist with Recruitment and Selection, Advertising of posts, DOTS Verifications, Pay Progressions, Grade Progressions, Salary Determination in respect of different OSD and non-OSD categories. Assist with Performance Management and Permis training in Sub Districts and acts as helpdesk for Permis. Assist the Pre- and Formal Moderating Committees with strategic overview of the performance management process. Assist with the implementation and maintenance of policy documents/circulars within the district as well as provision of training in this regard. Administer and ensure effective and efficient implementation of HRM policies, prescripts, capturing and approval of PERSAL transactions with regards to Personnel provisioning, Personnel and Salary administration. Provide support and guidance to the institutional management, line managers and personnel regarding employment practices. Render a general support service to supervisor and colleagues.

- ENQUIRIES** : Ms S Pienaar Tel No: (044) 803-2703
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
CLOSING DATE : 15 November 2024

POST 40/250 : **PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL NURSING) (X4 POSTS)**
Chief Directorate: Metro Health Services

- SALARY** : Grade 1: R307 473 per annum
Grade 2: R375 480 per annum

<u>CENTRE</u>	:	Grade 3: R451 533 per annum Bellville CDC (X2 Posts) Ravensmead CDC (X1 Post) Elsies River CHC (X1 Post)
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwifery. Registration with the Health Professions Council: Registration with the SANC as a Professional Nurse and Midwifery. Experience: Grade 1: None. Grade 2: A Minimum of 10 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Grade 3: A Minimum of 20 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirements of the job: Willingness to work after hours. Willingness to rotate within the health facility. Competencies (knowledge/skills): Knowledge of grievance procedure and disciplinary legislation. Knowledge and understanding of nursing Code of Ethics and Professional Practice of the SANC of Nursing Standard of Practice and scope of practice. Computer literate in MS Office (Excel, Word and Power point) and MS Outlook.
<u>DUTIES</u>	:	Provide direction and supervision for the implementation of quality comprehensive nursing care within the Primary Health Care context. Maintain ethical practice within legal and regulatory frameworks. Maintain a constructive working relationship with all relevant stakeholders of the Primary Health Care Team. Utilize human, material and physical resources efficiently and effectively. Participate in training programmes and research activities. Maintain workplace disciplinary of sub-ordinates.
<u>ENQUIRIES</u>	:	Ms. C May Tel No: (021) 833 0270/1 for Bellville South CDC, Ms. I Van Heerden Tel No: (021) 812 1908 for Ravensmead CDC and Mr. L Makamba Tel No: (021) 819 9032 for Elsie's River CHC
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. "Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview." This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for a change in registration status)". The pool of applicants will be considered for similar vacant posts within the Chief Directorate: Metro Health Services for a period of 3 months from date of advert. Candidates will be subjected to a practical/oral assessment.
<u>CLOSING DATE</u>	:	15 November 2024
<u>POST 40/251</u>	:	<u>PARAMEDIC GRADE 1 TO 4</u> Chief Directorate: Emergency and Clinical Services Support
<u>SALARY</u>	:	Grade 1: R304 617 per annum Grade 2: R376 596 per annum Grade 3: R461 625 per annum Grade 4: R540 537 per annum
<u>CENTRE</u>	:	Emergency Medical Services, Central Karoo (Beaufort West)
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Grade 1: Successful completion of the Critical Care Assistant (CCA) programmes that allows registration with the Health Professions Council of South Africa (HPCSA) as Paramedic. Grade 2: Successful completion of the Critical Care Assistant programme or a Recognized National Diploma that allows registration with the HPCSA as Paramedic. Grade 3: Successful completion of the Critical Care Assistant (CCA) programme or a Recognized National Diploma that allows registration with the HPCSA as Paramedic or B Tech Degree that allows registration with the HPCSA as Emergency Care Practitioner. Grade 4: Successful completion of the Critical Care Assistant (CCA) programme or a Recognized National Diploma that allows registration with the HPCSA as Paramedic or B Tech Degree that allows registration with the HPCSA as Emergency Care Practitioner. Registration with a Professional Council: Grade 1: Registration with the HPCSA as Paramedic (CCA). Grade 2: Registration with the HPCSA as Paramedic with CCA or National Diploma. Grade 3: Registration with the HPCSA as Paramedic with CCA or National Diploma or ECP. Grade 4: Registration with the HPCSA as Paramedic with CCA or National Diploma or ECP. Experience: Grade 1: None after registration with the HPCSA as Paramedic (CCA). Grade 2: 7 years after registration with the HPCSA as Paramedic (CCA). None after registration with the HPCSA as Paramedic with National Diploma. Grade 3: Registered Paramedic (CCA) - 14 years after registration with the HPCSA as Paramedic. Registered Paramedic (NDip) - 7 years after registration with the HPCSA as a Paramedic Registered ECP– None. Grade 4: Registered Paramedic (CCA) - 24 years after registration with the HPCSA as Paramedic. Registered Paramedic (NDip) - 17 years after registration with the HPCSA as Paramedic. Registered ECP's -10 years after registration with the HPCSA as an ECP. Inherent requirements of the job: Valid professional driver's permit (PrDP). Physical and mental fitness. Valid code C1 driver's license. Competencies (knowledge/skills): Good communication and interpersonal skills. Excellent

knowledge of all levels of emergency care protocols within the scope of registration category. Computer literacy and skills.

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

ENQUIRIES : Mr J Jansen (District Manager – Central Karoo) Tel No: (044) 802-2500 / Ms L. Fortuin Tel No: (023) 449-8249

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

NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates will be expected to undergo a practical assessment. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status).

CLOSING DATE : 15 November 2024

POST 40/252 : **EMS LECTURER (PARAMEDIC) GRADE 1 TO 4 (X3 POSTS)**
Chief Directorate: Emergency and Clinical Services Support

SALARY : Grade 1: R304 617 per annum
Grade 2: R376 596 per annum
Grade 3: R461 625 per annum
Grade 4: R540 537 per annum

CENTRE : Emergency Medical Services, College of Emergency Care

REQUIREMENTS : Minimum educational qualification: **Grade 1:** Successful completion of the Critical Care Assistant (CCA) qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Paramedic. **Grade 2:** Successful completion of the Critical Care Assistant (CCA) qualification or a recognised National Diploma that allows registration with the HPCSA as a Paramedic. **Grade 3:** Successful completion of the Critical Care Assistant (CCA) qualification or a recognised National Diploma that allows registration with the HPCSA as a Paramedic or B-Tech degree that allows registration with the HPCSA as an Emergency Care Practitioner (ECP). **Grade 4:** Successful completion of the Critical Care Assistant (CCA) qualification or a recognised National Diploma that allows registration with the HPCSA as a Paramedic or B-Tech degree that allows registration with the HPCSA as an Emergency Care Practitioner (ECP). Registration with a Professional Council: Grade 1: Registration with the Health Professions Council of South Africa (HPCSA) as a Paramedic (CCA). Grade 2: Registration with the Health Professions Council of South Africa (HPCSA) as a Paramedic with CCA or NDIP. Grade 3: Registration with the Health Professions Council of South Africa (HPCSA) as a Paramedic (CCA or NDIP) or ECP. Grade 4: Registration with the Health Professions Council of South Africa (HPCSA) as a Paramedic (CCA or NDIP) or ECP. Experience: Grade 1: None after registration with the HPCSA as Paramedic (CCA). Grade 2: 7 Years after registration with the HPCSA as Paramedic (CCA). None after registration with the HPCSA as Paramedic with a National Diploma. Grade 3: Registered Paramedic (CCA) - 14 years after registration with the HPCSA as Paramedic. Registered Paramedic (NDIP) - 7 years after registration with the HPCSA as a Paramedic. None after registration with the HPCSA as an ECP. Grade 4: Registered Paramedic (CCA) - 24 years after registration with the HPCSA as Paramedic. Registered Paramedic (NDIP) - 17 years after registration with the HPCSA as Paramedic. Registered ECP's -10 years after registration with the HPCSA as an ECP. Inherent requirements of the job: Valid Code C1 driver's license. Valid professional driver's permit (PrDP). Physical and mental fitness. Competencies (knowledge/skills): Proficient computer literacy. Ability to work under pressure in a stressful environment. Excellent verbal and written communication skills. Ability to provide mentorship and coaching. Ability to work in a team in Higher Education.

DUTIES : Provide effective and efficient teaching on NQF 5 and above EMC programmes. Ensure Adherence of students to College policies. Perform front-line vehicle duties with students and other clinical duties. Provide teaching assistance with other Clinical training programmes where required.

ENQUIRIES : Ms C. Mabaleka Tel No: (021) 938-6270

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

NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates will be expected to undergo a practical assessment.

CLOSING DATE : 15 November 2024

<u>POST 40/253</u>	:	<u>ORTHOPAEDIC FOOTWEAR TECHNICIAN GRADE 1 TO 2</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R255 078 per annum Grade 2: R297 441 per annum
<u>CENTRE</u>	:	Western Cape Rehabilitation Centre
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate qualification (with duration of at least 2 years) or prescribed In-service training (with duration of at least 2 years) that allows for the required registration with the Health Professional Council of South Africa (HPCSA), where applicable as an Orthopaedic Footwear Technician. Registration with the Health Professions Council: Registration with the (HPCSA) as an Orthopaedic Footwear Technician. Experience: Grade 1: None after obtaining an appropriate qualification or prescribed in-service training that allows for the required registration with the HPCSA where applicable as an Orthopaedic Footwear Technician. Grade 2: A minimum of 10 years' appropriate experience after obtaining an appropriate qualification or prescribed in-service training that allows for the required registration with the HPCSA where applicable as an Orthopaedic Footwear Technician. Inherent requirements of the job: Valid Code B/EB driver's licence. Willingness to travel and do outreach. Competencies (knowledge/skills): Be able to identify appropriate footwear for a range of conditions and deformities. 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. Be able to assess and measure patients. Able to problem solve for difficult cases. Knowledge on Diabetic footwear a plus. Good communication skills. Sound knowledge of relevant field and Procedures.
<u>DUTIES</u>	:	Design, measure, manufacture, fit, repair, adjust and align all surgical footwear and shoe modifications. Consult with the Medical Orthotist/Prosthetist in prescription of correct appliance for each patient. Deliver efficient and effective OFT clinical and practical related administrative service including record keeping Maintain machinery and other equipment used. (Weekly cleaning routine, empty dustpan. etc.) Promoting continuous development within the profession. Perform any other duties delegated by supervisor from time to time within normal scope of practice.
<u>ENQUIRIES</u>	:	Mr H Bergh Tel No: (021) 531-5300
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a written/practical and oral assessment. Candidates, who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted with their job application/on appointment. This concession is only applicable on health professionals whom apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). Shortlisted candidates may be required to undergo a practical test. The pool of applicants will be considered for similar vacant posts within the Chief Director: Metro Health Services, for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	15 November 2024
<u>POST 40/254</u>	:	<u>ADMINISTRATION CLERK: ADMISSIONS (IN AND OUTPATIENTS)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R216 417 per annum
<u>CENTRE</u>	:	False Bay Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accountancy as a passed subject and/or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KPA's) of the post. Experience: Appropriate experience in a Fees/reception and hospital environment. Appropriate experience of Patient Admissions. Appropriate experience in the Clinicom System. Inherent requirements of the job: Must be prepared to assist in other areas within the hospital. Willingness to work shifts, public holidays and do relief work. Competencies (knowledge/skills): Computer literacy. Knowledge of Hospital Fees Memorandum 18, UPFS, HIS, Clinicom, Finance instructions. Good communication and interpersonal skills. Strong sense of confidentiality. Ability to accept accountability, responsibility, work independently. Ability to function and participate actively in a group.
<u>DUTIES</u>	:	In-and out-patient administration functions according to PGWC policies and procedures. Clinicom, Billing and other PGWC system computer duties. Patient registration on Clinicom system. Responsible for handling and receiving of public money and Cash Collection and Banking of State Money. Admission, transfer and discharge of in-and out-patients as per PGWC Hospital Fees policies and procedures including attending to patient queries (verbal and written). Debit charge entries to invoices as per UPFS and PGWC billing procedures. Folder Management /Maintain an effective filing system. Accurately and timeously file all patient folders and other clinical notes and drawing of folders and any ad-hoc admin duties. Maintain and repair patient files and prepare case notes for archiving. Responsible for handling telephonic and

personal enquiries with regard to patients. Relieve in other departments as operationally required.

ENQUIRIES : Ms S Levy Tel No: (021) 832-5205
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
NOTE : No payment of any kind is required when applying for this post. The pool of applicants will be considered for other similar vacant posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert. Candidates will be subjected to a written/practical and oral assessment.
CLOSING DATE : 15 November 2024

POST 40/255 : **ADMINISTRATION CLERK: SUPPLY CHAIN MANAGEMENT**

SALARY : R216 417 per annum
CENTRE : Western Cape College of Nursing, Central Administration offices, Stikland
REQUIREMENTS : Minimum educational qualifications: Senior Certificate (or equivalent) with Mathematics/Mathematics Literacy and/or Accountancy as a passed subject. Experience: Appropriate experience in Supply Chain Management in a buying capacity and Bid administration. Appropriate experience in the procurement of equipment, provisioning of goods and services. Appropriate experience of using the Electronic Procurement System (ePS) quotation tool, SEB, CSD and Logis. Appropriate experience in the planning and implementation of formal and mini contracts and the management of the relevant contract management tools. Appropriate experience that focuses on the Key Performance Areas of the post. Inherent requirement of the job: Valid Driver's Licence. Competencies (knowledge/skills): Extensive knowledge of the SYSPRO/LOGIS or a similar procurement management system. Knowledge of the Public Finance Management Act (PFMA), National, Provincial Treasury Regulations and the Accounting Officer's System of the Department of Health including delegations, Supply Chain Management and the ePS (Electronic Procurement System). Knowledge of tenders & contracts management. Timeous completion of work with minimal errors. Language proficiency and ability to liaise with companies and departments. Computer literacy (MS Word, Excel). Knowledge and skills of Logis, Electronic Procurement System(ePS) and Western Cape Supplier Evidence Bank.

DUTIES : Facilitate and ensure effective and efficient Bid Administration. Ensure effective and efficient procurement of Equipment and Services are done in time, as per approved Budget. Receiving and evaluation of proposals, making supplier recommendations. Correct placing of orders according to SCM policies and Correct implementation of procedures and directives relating to procurement. Coordinate and facilitate the Sourcing management process. Record and System management. Effective communication and overall responsiveness. Ensure implementation of procurement plan and assist in the demand management and procurement planning. Provide support to colleagues and supervisors (internal and external).

ENQUIRIES : Mr N Rhode Tel No: (021) 831-5824
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a practical and competency test as part of the interview process.

CLOSING DATE : 15 November 2024

POST 40/256 : **ADMINISTRATION CLERK: HRM (RECRUITMENT AND SELECTION)**

SALARY : R216 417 per annum
CENTRE : Groote Schuur Hospital, Observatory
REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in Recruitment and Selection. Competencies (knowledge/skills): Computer literacy. Attention to detail, relationship building skills, multi-tasking, time management, critical and analytical thinking. Knowledge of Western Cape Government Recruitment and Selection policy.

DUTIES : Filing of documents and maintenance of various HR databases. Process and facilitate paid/unpaid job offers and contracts of employment. Support Selection Panel as HR Advisor. Hosting of fingerprints and sending documents to external service provider for verification.

ENQUIRIES : Mr MS Benjamin Tel No: (021) 404-2331
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

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

CLOSING DATE : 15 November 2024

POST 40/257 : **ADMINISTRATION CLERK: SUPPORT SERVICES**

SALARY : R216 417 per annum
CENTRE : Groote Schuur Hospital, Observatory
REQUIREMENTS : Minimum educational qualification: Grade 12/Senior Certificate (or equivalent). Experience: Appropriate Secretarial and Office Administration experience. Competencies (knowledge/skills): Good communication skills. Knowledge of secretarial and office

	:	administration practices and minute taking skills. Computer literacy (MS Office, Word and Excel) and typing proficiency. Willingness to undergo development courses.
<u>DUTIES</u>	:	Providing administration and secretarial support service, office management and reception functions. Answering telephonic queries and delivering messages. Ordering of stationery, equipment and office consumables. Typing of documents, reports, correspondence and keeping an effective filing system. Prepare meetings and taking of minutes. Ensure timeous submission of statistical data, as well as collate and compile databases, rosters and monthly reports.
<u>ENQUIRIES APPLICATIONS</u>	:	Mrs C Makeba Tel No: (021) 404-4038
	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a competency test on the day of interview.
<u>CLOSING DATE</u>	:	15 November 2024
<u>POST 40/258</u>	:	<u>ADMINISTRATION CLERK: HRM (RECRUITMENT AND SELECTION)</u>
<u>SALARY</u>	:	R216 417 per annum
<u>CENTRE</u>	:	Grote Schuur Hospital, Observatory
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in Recruitment and Selection. Competencies (knowledge/skills): Computer literacy. Attention to detail, relationship building skills, multi-tasking, time management, critical and analytical thinking. Knowledge of Western Cape Government Recruitment and Selection policy.
<u>DUTIES</u>	:	Filing of documents and maintenance of various HR databases. Process and facilitate paid/unpaid job offers and contracts of employment. Support Selection Panel as HR Advisor. Hosting of fingerprints and sending documents to external service provider for verification.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr MS Benjamin Tel No: (021) 404-2331
	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a practical test.
<u>CLOSING DATE</u>	:	15 November 2024
<u>POST 40/259</u>	:	<u>PRINCIPAL LINEN SUPERVISOR</u>
<u>SALARY</u>	:	R216 417 per annum
<u>CENTRE</u>	:	Groote Schuur Hospital, Observatory
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior certificate (grade 12 or equivalent). Experience: Appropriate experience in Hospital Linen Bank and staff supervision. Competencies (knowledge/skills): Ability to achieve good interpersonal relations with staff and the service provider. Good numerical skills. Knowledge and ability to interpret the Western Cape Hospital Linen Management Policy.
<u>DUTIES</u>	:	Effective component supervision of Linen Supervisors. Effective communication and liaising with regarding operational aspects of the outsources laundering and linen management services. Monitor and assist with linen operational processes of the outsourced contractual obligations of the outsourced linen and laundry contractor. Effective quality linen control in terms of hospital end-users as supplied by the contractor. Perform relief duties within the hospital linen management setup and filing duties and Willingness to work overtime during weekends and Public Holidays.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr P Gudwana Tel No: (021) 404-5315
	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	:	15 November 2024
<u>POST 40/260</u>	:	<u>STAFF NURSE GRADE 1 TO 3 (X4 POSTS)</u> West Coast District
<u>SALARY</u>	:	Grade 1: R209 112 per annum Grade 2: R248 613 per annum Grade 3: R290 805 per annum
<u>CENTRE</u>	:	Swartland Sub-district: Darling Clinic (X1 Post) Riebeek Wes Clinic (X1 Post) Moorreesburg Clinic (X1 Post) Malmsbury CDC (X1 Post)
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Qualification that allows registration with the SANC as an Enrolled Nurse. Registration with a Professional Council: Registration with SANC as Enrolled Nurse. Experience: Grade 1: None. Grade 2: A minimum of 10 years appropriate/recognizable experience in nursing after registration with the SANC as an Enrolled Nurse. Grade 3: A minimum of 20 years appropriate/recognizable experience in nursing after registration with the SANC as an Enrolled Nurse. Inherent requirements of the job: Willingness to work overtime when necessary and willingness to work at other clinics in the Sub-district. Competencies (knowledge/skills): Good communication and interpersonal relationships. Basic computer skills

in MS Word, Excel, Outlook. Knowledge of relevant legislation and policies of the Department of Health Western Cape.

- DUTIES** : Provide basic clinical nursing care. Development and implementation of basic patient care plans. Effective utilization of resources. Maintain professional growth/ethical standards and self-development. Community Participation.
- ENQUIRIES APPLICATIONS** : Mr RA Christoffels Tel No: (022) 482-2729
Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within Swartland Sub-District for a period of 3 months from date of advert."
- CLOSING DATE** : 15 November 2024
- POST 40/261** : **FORENSIC PATHOLOGY OFFICER GRADE 1 TO 2**
Chief Directorate: Emergency And Clinical Services Support
- SALARY** : Grade 1: R205 733 per annum
Grade 2: R239 658 per annum
- CENTRE REQUIREMENTS** : Forensic Pathology Service, Paarl Laboratory
Minimum educational qualification: Senior Certificate with having achieved mathematics, Life Science and / or Biology as passed subjects. Experience: **Grade 1:** None. **Grade 2:** 10 year's appropriate experience. Inherent requirements of the job: Valid Code B/EB driver's licence. Will be required to deliver testimony in court proceedings. Ability to interpret and apply policies. Ability to work under pressure. Ability to work with and lift corpses, (mutilated, decomposed, infectious viruses, obese). Above - average Computer and software literacy in at least MS Excel and Word. Be willing to travel long distances and working standby duties/ overtime. Competencies (knowledge/skills): Ability to be trained in 4x4 Vehicle handling. Ability to be trained in photography. Willingness to assist with duties in an X-ray room. Willingness to be trained in Forensic Investigation and Dissection. Appropriate Forensic Pathology Service experience. Ability to achieve and maintain good interpersonal and working relations with staff and clients. Ability to communicate clearly and discreetly in person and in writing.
- DUTIES** : Effective and efficient recovery, storage and processing of deceased. An effective forensic autopsy process rendered in accordance with set standards and guidelines. Optimal control of reports and statements during and after the Forensic Mortuary process. An effective and efficient Management of Unknown corpses. An efficient support service to the Manager with regard to Corporate and Clinical Governance functions of the Forensic Pathology Laboratory.
- ENQUIRIES APPLICATIONS** : Ms D Ontong, Email: Dawn.Ontong@westerncape.gov.za / Tel No: (021) 862 2047
Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post. Short-listed candidates will be subjected to a practical and drivers test. Candidates will be subjected to a Security Clearance prior to appointment.
- CLOSING DATE** : 15 November 2024
- POST 40/262** : **PLASTER OF PARIS ASSISTANT**
- SALARY** : R183 279 per annum
- CENTRE REQUIREMENTS** : Groote Schuur Hospital, Observatory
Minimum educational qualification: General Education and Training Certificate (GETC)/ Grade 9 (Std 7). Experience: Appropriate experience in the application and removal of Plaster of Paris (POP). Competencies (knowledge/skills): Ability to work with patients. Good interpersonal, communication and writing skills. Ability to function as part of a team. Ability to work independently and take initiative. Ability to work under pressure in stressful environments. Honest, patient, hardworking and reliable.
- DUTIES** : Render an effective support to medical and nursing staff in the orthopaedic clinic. Including, but not limited to, the application and removal of POP, splints and braces. Assist with effective workflow in the clinic. Effective and economical utilization of resources. Perform administrative tasks including record keeping, ordering and maintenance of stock level of consumables.
- ENQUIRIES APPLICATIONS** : Ms S Ntshanka Tel No: (021) 404-5118 or email: Siyasanga.Ntshanka@westerncape.gov.za
Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
- NOTE** : No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a practical assessment.
- CLOSING DATE** : 15 November 2024

<u>POST 40/263</u>	:	<u>LIBRARIAN ASSISTANT</u>
<u>SALARY</u>	:	R183 279 per annum
<u>CENTRE</u>	:	Directorate: Western Cape College of Nursing, Metro Campus (Athlone)
<u>REQUIREMENTS</u>	:	Minimum educational qualifications: Grade 12 / Senior Certificate plus competencies. Experience: Appropriate experience in a Library environment. Competencies (knowledge/skills): Computer literacy and technical skills. Good interpersonal skills. Good administrative skills.
<u>DUTIES</u>	:	Ensure and promote customer focussed service: Provide information services to students and staff. Participating in shift work, marketing relevant services and resources. Comply to the library policies, guidelines, copyright and legal compliances in the library. Circulation related tasks: Checking in and out library materials, managing holds and reserves, capturing receipts, patron registration. Administrative tasks and functions: Data entry, Photocopy and printing support, maintaining library spaces, record keeping, filing. Collection management: Responsible for the maintenance and preparation of library material, responsible for shelving and shelf reading of library material according to classification systems, inventory management. Assist with academic support.
<u>ENQUIRIES</u>	:	Ms N Vajat Tel No: (021) 684-1204/1205
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	:	15 November 2024
<u>POST 40/264</u>	:	<u>NURSING ASSISTANT: GRADE 1 TO 3 (FEMALE WARD) (X1 POST) AND TRAUMA AND OUTPATIENT (X1 POST)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R165 177 per annum Grade 2: R192 675 per annum Grade 3: R227 070 per annum
<u>CENTRE</u>	:	Eerste River Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate qualification that allows registration with the South African Nursing Council (SANC) as a Nursing Assistant. Registration with a Professional Council: Current registration with the South African Nursing Council (SANC) as a Nursing Assistant. Experience: Grade 1: None. Grade 2: A minimum of 10 years appropriate/recognizable nursing experience after registration with the SANC as Nursing Assistant. Grade 3: A minimum of 20 years appropriate/recognizable nursing experience after registration with the SANC as Nursing Assistant. Inherent requirements of the job: Willingness to work shifts, public holidays, after-hours, night duty and weekend cover for nursing. Willingness to rotate within the hospital. Competencies (knowledge/skills): Knowledge of nursing processes & procedures as outlined in Nursing, Health related & Public service legislation, regulations & policies. Skills to effectively communicate verbally & in writing, function within the team, and facilitate on the level of the post.
<u>DUTIES</u>	:	Assist patients with activities of daily living (physical care). To provide elementary clinical nursing care. Effective utilization of physical and financial resources. Maintain professional growth/ ethical standards and self-development.
<u>ENQUIRIES</u>	:	Ms MM Luphondo Tel No: (021) 902-8010/57
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications"). NOTE: No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)". The pool of applicants will be considered for other similar vacant posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	15 November 2024
<u>POST 40/265</u>	:	<u>NURSING ASSISTANT: GRADE 1 TO 3 (OBSTETRICS) (X3 POSTS)</u> Chief Directorate: Rural Health Services
<u>SALARY</u>	:	Grade 1: R165 177 per annum Grade 2: R192 675 per annum Grade 3: R 227 070 per annum
<u>CENTRE</u>	:	Paarl Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Qualification that allows for registration with the South African Nursing Council (SANC) as an Enrolled Nurse Assistant. Registration with a Professional Council: Registration with the SANC a Nursing Assistant. Experience: Grade 1: None. Grade 2: A minimum of 10 years appropriate/recognisable experience after registration with the SANC as an Enrolled Nurse Assistant. Grade 3: A minimum of 20 years

appropriate/recognisable experience after registration with the SANC as an Enrolled Nurse Assistant. Inherent requirements of the job: Willingness to work shifts, night duty, public holidays, after-hours, and weekend cover for nursing. Must be prepared to assist in all departments according to operational needs. Ability to work under pressure. Competencies (knowledge/skills): Ability to communicate effectively (verbal and written). Ability to work in a multidisciplinary team-context Enhance patient care through the implementation of SOP's, policies and guidelines. Good communication, planning and interpersonal skills.

DUTIES : Assist patients with activities of daily living (physical care). To provide elementary clinical nursing care. Effective utilization of physical and financial resources. Maintain professional growth/ ethical standards and self-development.

ENQUIRIES : Ms AL Solomons Tel No: (021) 860-2504 / email: anthea.solomons@westerncape.gov.za

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

NOTE : No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within Paarl Hospital for a period of 3 months from date of advert.

CLOSING DATE : 15 November 2024

POST 40/266 : **NURSING ASSISTANT GRADE 1 TO 3**
Chief Directorate: Rural Health Services

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

CENTRE : George Regional Hospital

REQUIREMENTS : Minimum educational qualification: Qualification that allows registration with the SANC as a Nursing Assistant. Registration with a Professional Council: Registration with the SANC as a Nursing Assistant. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years' appropriate/recognisable experience in nursing after registration with the SANC as a Nursing Assistant. **Grade 3:** A minimum of 20 years appropriate/recognisable experience in nursing after registration with the SANC as a Nursing Assistant. Inherent requirements of the job: Willingness to perform duties at irregular hours, including night duty, overtime, stand-by Overtime and relief work in the Departments to ensure effective provision of services. Willingness to rotate within the hospital when required. Competencies (knowledge/skills): Ability to function/make decisions independently and as part of a multi-disciplinary team. Good communication and interpersonal relationships. Knowledge to relevant nursing legislation, policies and protocols of the Department of Health, Western Cape.

DUTIES : Assist patients with activities of daily living (physical care). To provide elementary clinical nursing care. Effective utilization of physical and financial resources. Maintain professional growth/ ethical standards and self-development.

ENQUIRIES : Ms LA Campbell Tel No: (044) 802-4371 / 4537

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

NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within George Regional Hospital for a period of 3 months from date of advert."

CLOSING DATE : 15 November 2024

POST 40/267 : **CLEANER**
Central Karoo District

SALARY : R131 265 per annum

CENTRE : Prince Albert Hospital

REQUIREMENTS : Minimum requirement: Basic literacy and numeracy. Experience: Appropriate Experience in the field of domestic and Hospital cleaning services. Inherent requirements of the job: Physical able to lift and/or move heavy objects and supplies. Ability to operate machinery and equipment used in domestic and Hospital cleaning services. Competencies (knowledge/skills): Good interpersonal skills. Knowledge of the correct methods of handling and disposal of refuse/waste products and to adhere to policies and cleaning procedures. Ability to operate machinery and

	:	equipment. Knowledge of legislation and policies of the Department of Health and Wellness relevant to cleaning practise.
<u>DUTIES</u>	:	General cleaning, housekeeping and maintenance (i.e dust/sweep/ polish/ scrub/ mop/ clean windows/ walls/equipment/machinery and refuse removal.) Ensure effective Waste management, Linen Management etc. Effective and efficient utilization and storage of cleaning materials and equipment. Provide optimal support to the supervisor and colleagues with general housekeeping duties and services. Adhere to general hygienic and safe environment in terms of standards and procedures.
<u>ENQUIRIES</u>	:	Sr S Frieslaar Tel No: (023) 814-2982
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates will be subjected to a practical/written assessment.
<u>CLOSING DATE</u>	:	15 November 2024
<u>POST 40/268</u>	:	<u>CLEANER</u> Central Karoo District
<u>SALARY</u>	:	R131 265 per annum
<u>CENTRE</u>	:	Murraysburg Health Facility
<u>REQUIREMENTS</u>	:	Minimum requirement: Basic literacy and numeracy. Experience: Appropriate Experience in the field of domestic and clinic cleaning services. Inherent requirements of the job: Physical able to lift and/or move heavy objects and supplies. Ability to operate machinery and equipment used in domestic and clinic cleaning services. Competencies (knowledge/skills): Good interpersonal skills. Knowledge of the correct methods of handling and disposal of refuse/waste products and to adhere to policies and cleaning procedures. ability to operate machinery and equipment. Knowledge of legislation and policies of the Department of Health and Wellness relevant to cleaning practise.
<u>DUTIES</u>	:	General cleaning, housekeeping and maintenance (i.e dust/sweep/ polish/ scrub/ mop/ clean windows/ walls/equipment/machinery and refuse removal.) Ensure effective Waste management, Linen Management etc. Effective and efficient utilization and storage of cleaning materials and equipment. Provide optimal support to the supervisor and colleagues with general housekeeping duties and services. Adhere to general hygienic and safe environment in terms of standards and procedures.
<u>ENQUIRIES</u>	:	Sr S Scheepers Tel No: (049) 844 -0021/53
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates will be subjected to a practical/written assessment.
<u>CLOSING DATE</u>	:	15 November 2024
<u>POST 40/269</u>	:	<u>MEDICAL OFFICER GRADE 1 TO 3 (SESSIONAL)</u> (Chief Directorate: Metro Health Services)
<u>SALARY</u>	:	Grade 1: R457 per hour Grade 2: R521 per hour Grade 3: R603 per hour
<u>CENTRE</u>	:	Crossroads Community Day Centre (20 sessions), Nyanga Community Day Centre (16 sessions), Dr Abdurahman Community Day Centre (4 sessions)
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with a Professional Council: Registration with the HPCSA as Medical Practitioner. Experience: Grade 1: None after registration as a Medical Practitioner with the HPCSA in respect of SA qualified employees. 1-year relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Grade 2: A minimum of 5 years' appropriate experience as a Medical Practitioner after registration with the HPCSA as a Medical Practitioner in respect of SA qualified employees. A minimum of 6 years' relevant experience after registration as a Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Grade 3: A minimum of 10 years' appropriate experience as a Medical Practitioner after registration with the HPCSA as Medical Practitioner in respect of SA qualified employees. A minimum of 11 years' relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Inherent requirements of the job: Valid Code B/EB driver's license and willingness to travel. Competencies (knowledge/skills): Knowledge of general medical and surgical conditions on PHC level and knowledge applicable to South African TB and HIV care guidelines (including drug resistant TB and HIV in children). Comprehensive evidence-based, direct patient-centered Clinical Service Provision in the District Health Service and computer literacy (MS Excel, Word, Outlook etc.) and good interpersonal, organizational and teamwork skills. Ability and willingness to do outreach services to clinics within the

		Klipfontein/Mitchells Plain Sub-structure, guiding health care colleagues in managing difficult PHC cases.
<u>DUTIES</u>	:	Provide quality outpatient care to patients in Klipfontein/Mitchells Plain Sub-structure Primary Health Care facilities. Provide an outreach and support service to PHC facilities in the Klipfontein/Mitchells Plain Sub-structure. Actively participate in skills transfer, training, and academic opportunities relevant to the post. Active involvement in the clinical governance of Mitchells Plain Sub-district facilities as required.
<u>ENQUIRIES</u>	:	Dr A Isaacs at (071) 876 2257
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within Klipfontein/Mitchells Plain Sub-structure for a period of 3 months from date of advert."
<u>CLOSING DATE</u>	:	15 November 2024
<u>POST 40/270</u>	:	<u>MEDICAL SPECIALIST GRADE 1 TO 3 (OPHTHALMOLOGY) (SESSIONAL) (4 HOURS PER WEEK)</u>
<u>SALARY</u>	:	Grade 1: R612 per hour Grade 2: R698 per hour Grade 3: 809 per hour
<u>CENTRE</u>	:	Groote Schuur Hospital, Observatory
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Ophthalmology. Registration with a Professional Council: Registration with the HPCSA as Medical Specialist in Ophthalmology. Experience: Grade 1: None after registration with the HPCSA as Medical Specialist in Ophthalmology. Grade 2: A minimum of 5 years' appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employees) as Medical Specialist in Ophthalmology. Grade 3: A minimum of 10 years' appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employee) as a Medical Specialist in Ophthalmology. Competencies (knowledge/skills): Clinical and surgical competency in Glaucoma management. Ability to work in a high-volume clinic and surgical environment. Computer literacy and interest in data collection for service improvement. Insight into challenges of local health care delivery, diversity, transformation and equity. Appropriate experience clinical experience as a qualified Ophthalmologist.
<u>DUTIES</u>	:	Participation in under- and post-graduate divisional activities. Supervision and training of junior surgical staff and undergraduate students/interns. Ophthalmic clinical service provision in the Groote Schuur Hospital Division of Ophthalmology (theatre, clinics, OPD) with emphasis on Glaucoma.
<u>ENQUIRIES</u>	:	Prof N du Toit Tel No: (021) 404-5008
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)".
<u>CLOSING DATE</u>	:	15 November 2024