

**PROVINCIAL ADMINISTRATION: GAUTENG
DEPARTMENT OF HEALTH**

It is the department's intention to promote equity through the filling of all numeric targets as contained in the Employment Equity Plan. To facilitate this process successfully, an indication of race, gender and disability status is required.

ERRATUM: Kindly note that the following post was advertised in Public Service Vacancy Circular 35 dated 29 September 2023, The Registrar: Initially the advert for circulated for Sterkfontein Hospital only which was an error. The post is advertised for the following Centres: Sterkfontein, Helen Joseph Hospital, Chris Hani Baragwanath Hospital, Tara Hospital, Westrand District, Central Office, Sedibeng Hospitals, Ekurhuleni Health District and Charlotte Maxeke Hospital.

OTHER POSTS

<u>POST 37/58</u>	:	<u>MEDICAL SPECIALIST (INTERNAL MEDICINE) REF NO: HRM/2023/70</u> Directorate: Clinical
<u>SALARY</u>	:	R1 214 805 - R1 288 095 per annum R1 386 069 - R1 469 883 per annum R1 605 330 - R2 001 927 per annum
<u>CENTRE REQUIREMENTS</u>	:	Mamelodi Regional Hospital Appropriate qualification that allows registration with the HPCSA as Medical Specialist in Internal Medicine. The successful candidates must be adaptable, disciplined, and self-confident. The candidate must be able to work independently and under pressure and beyond normal working hours and work with diverse team. Ability to work in multi-disciplinary team. No experience required.
<u>DUTIES</u>	:	The incumbent will be responsible to interview, investigate, diagnose, and oversee the treatment of patient. Improve quality of care by providing appropriate clinical care. Supervising of junior medical staff, willing to do commuted overtime rendering of after-hour (night, weekend, and public holiday) duties to provide continuous uninterrupted care of patients. Attendance of relevant administrative meetings like mortality meetings, near miss meeting and completing MEDCO Legal Documents timeously (e.g., Death certificate. Participation in the academic program in the hospital and all activities of the discipline in relation to teaching and research. Ensure proper and accurate record keeping as legally and ethically required. Reporting to the head of unit on service delivery, clinical audits and where necessary quality improvement plants. Assist the HOD to monitor, implement and adhere to the compliance to National Core Standards within the department. Rotate through related department at various hospitals served in their specific outreach programs. Preparing and writing of reports. Assist the Clinical Head with Administration responsibilities. Commuted overtime is compulsory.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr E B Mankge Tel No: (012) 841 8305 Applications must be submitted to: Mamelodi Regional Hospital, Human Resource Department, Private Bag X0032 Rethabile, 0122, hand delivery to: Human Resource ,19472 CNR Tsamaya Avenue and Serapeng Street, Mamelodi Regional Hospital.
<u>FOR ATTENTION NOTE</u>	:	HR Manager. Mr MH Hlophe Tel No: (012 841 8329 Applications must include only completed and signed New Z83 form obtainable from any Public Service Department or from the DPSA website and a detailed CV (only). Only shortlisted candidates will be requested to bring original copies of qualifications and ID on the day of the interview. The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. The specific reference number of the post must be correctly quoted failure to comply with these instructions will disqualify applications from being fairly processed. Candidates will be subjected to Medical Surveillance, Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record check and employment reference check. Jobs are not for sale at Mamelodi Regional Hospital.
<u>CLOSING DATE</u>	:	27 October 2023

POST 37/59 : **MEDICAL SPECIALIST (PSYCHIATRY) REF NO: HRM/2023/71**
 Directorate: Clinical

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

CENTRE REQUIREMENTS : Mamelodi Regional Hospital
 National senior certificate plus MBChB / MBChB plus FC Psychiatry or MMed (Psychiatry). Registration with HPCSA as a Medical Specialist and proof of current registration. Appropriate experience in Psychiatric setting. (**Grade 1:** No Experience after registration with the HPCSA as Medical Specialist in a normal specialty. **Grade 2:** A minimum of 5 years appropriate experience as Medical Specialist after registration with the HPCSA. **Grade 3:** A minimum of 10 years appropriate experience as Medical Specialist after registration with the HPCSA.)

DUTIES : Management of services within the Mental Health Unit both clinical and administrative. Provide effective and efficient outpatient mental health care in the Hospital including assessment, treatment and monitoring of psychiatric patients within the framework of the Mental Health Care Act (No. 17 of 2002). Development and implementation of evidence-based, clinical protocols and guidelines. Partake in quality improvement programs including clinical audits, morbidity and mortality meetings and continuous professional development activities in the units and other departments. Implement and monitor adherence to Mental Health Care Act. Rendering of afterhours services including weekends (commuted overtime). Lead the multidisciplinary team discussions of patients in the psychiatric wards. Liaise with referral centres for patients who need further care and investigations. Training of staff members in the unit and other departments. Active participation in all hospital committees. To liaise with external stakeholders where appropriate and always maintain Professional and Ethical conduct.

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

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

CLOSING DATE : 27 October 2023

POST 37/60 : **MEDICAL SPECIALIST GRADE 1 (PSYCHIATRY) REF NO: JUB 33/2023**

SALARY : R1 214 805 per annum
CENTRE : Jubilee District Hospital
REQUIREMENTS : MBChB or equivalent qualification plus either Mmed (psych) or FC Psych, registration with HPCSA as a medical specialist. Current registration with the HPCSA. Appropriate experience as a specialist. Ability to supervise a unit and work in a multi-disciplinary team. Knowledge of Public Service and Health Legislation, Policies, Procedures, and Medical Ethics. Management experience will be an added advantage. Computer literacy (Ms word, Ms Excel, PowerPoint). Ability to conduct and prepare training and presentations. Good communication and interpersonal skills. Demonstrate an understanding of Human Resources management and disciplinary procedures. Team building and problem -solving skills. Strong leadership skills.

- DUTIES** : The successful candidate will provide administrative and clinical duties at a specialist level. He or She will consult, assess, and manage in and outpatients comprehensively (including patients outside the mental units), ensure accurate clinical record keeping, develop and implement evidence-based clinical protocols and guidelines. Partake in clinical audits and research activities. Complete relevant medico-legal documents timeously and reduce medical litigation by exercising good clinical ethos. Liaise with referrals centred for patients who need further care and investigations. Implement and monitor adherence to national core standard (norms and standards). Rendering of after-hours service including weekends (commuted overtime). Provide outreach to facilities/services in the catchment area. Facilitate and participate in the training, development, and mentorship of under and postgraduate students, nurse, medical interns, community service, and medical officers. Strengthen and promote clinical effectiveness, implement effective monitoring and evaluation processes, effective use of data, and appropriate reporting on outputs and health outcomes. Foster effective teamwork and lead the multidisciplinary ward rounds. Facilitate and ensure effective communication with all management structures within the hospital. Assist with strategic and operational planning of service in the hospital and/or catchment area of the hospital. Management of relevant human resources. Ensure clinical risk management, adherence to Batho Pele Principles and Patient's Rights Charter.
- ENQUIRIES** : Dr O.B Modise Tel No: (012) 717 9302
- APPLICATIONS** : documents must be submitted to Jubilee District Hospital Human Resource Department Private Bag X449, Hammanskraal, 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital.
- NOTE** : The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate, and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. General information: Short-listed candidates must be available for interviews at a date and time determined by Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.
- CLOSING DATE** : 27 October 2023, Time: 15H00
- POST 37/61** : **MEDICAL SPECIALIST REF NO: KPTH/10/01**
Directorate: Obstetrics & Gynaecology
- SALARY** : Grade 1: R1 214 805 - R1 288 095 per annum, (all-inclusive package)
Grade 2: R1 386 069 - R1 469 883 per annum, (all-inclusive package)
Grade 3: R1 605 330 - R2 001 927 per annum, (all-inclusive package)
- CENTRE** : Kalafong Provincial Tertiary Hospital
- REQUIREMENTS** : MBChB. A valid registration with the HPCSA as a Medical Specialist: Obstetrics & Gynaecology. **Grade 1:** None experience after registration with HPCSA as a Medical Specialist. **Grade 2:** A minimum of 5 years' appropriate experience as a Medical Specialist after registration with HPCSA as a Medical Specialist. **Grade 3:** A minimum of 10 years' appropriate experience as a Medical Specialist after registration with HPCSA as a Medical Specialist.
- DUTIES** : The successful candidate will be responsible for the provision of quality and cost effective Obstetrics & Gynaecology clinical services at Kalafong Provincial Tertiary Hospital. Provide full time clinical services including after hours (Weekday, Weekends and Public holidays). Take part in developing and implementing clinical guidelines and protocols. Clinical supervision and work based assessment of junior staff. Cooperate with nursing and other professionals in the optimal care of obstetric in –patients and outpatients. Academic teaching: take part in training of undergraduate medical students, medical interns, clinical assistance , medical officers, medical registrars and if applicable fellowship training in Obstetric & Gynaecology. Take part in academic programme of the department. Contribute and take part in the training of other health workers where requested to do so. Research: Develop own research interest and publish appropriately. Support allocated postgraduate with research projects. Supervise allocated postgraduate

students with research projects. Assist with duty lists and staff allocation in the department. Participation in the Obstetric and Gynaecology academic program in the University of Pretoria. Ensure proper and accurate record keeping as legally and ethically required. Reporting to the hospital Medical Manager on service delivery, clinical audits and where necessary quality improvement plans. Outreach: Take part in the departmental outreach programme as required from time to time.

- ENQUIRIES** : Prof L Snyman Tel No: (012) 373 1002
- APPLICATIONS** : Applications must be submitted to: Kalafong Provincial Tertiary Hospital, Human Resource Department, Private Bag X396, Pretoria, 0001. Hand Delivery at Kalafong Security Gate and sign in register book.
- NOTE** : Applications must be filled on a new Z83 effective from 1 January 2021 form and a comprehensive CV (with detailed previous experience). Failure to do so will result in your application being disqualified. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. Qualifications of candidates recommended for appointment will be verified. Applicant in a possession of a foreign qualification when shortlisted must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Candidates will be subjected to security screening and vetting process. Applications received after closing date will not be accepted. The Department reserves the right to not make an appointment. Candidates will be expected to be available for selection interviews on the date, time and place determined by the Department. The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know. Medical surveillance will be conducted on the recommended applicants, at no cost. People with disabilities are welcome to apply.
- CLOSING DATE** : 27 October 2023
- POST 37/62** : **MEDICAL SPECIALIST REF NO: KPTH/10/02**
Directorate: Ear, Nose and Throat
- SALARY** : Grade 1: R1 214 805 - R1 288 095 per annum, (all-inclusive package)
Grade 2: R1 386 069 - R1 469 883 per annum, (all-inclusive package)
Grade 3: R1 605 330 - R2 001 927 per annum, (all-inclusive package)
- CENTRE** : Kalafong Provincial Tertiary Hospital
- REQUIREMENTS** : MBChB qualification. A valid registration with the HPCSA as a Medical Specialist: Ear, Nose and Throat. **Grade 1:** None experience after registration with HPCSA as a Medical Specialist. **Grade 2:** A minimum of 5 years' appropriate experience as a Medical Specialist after registration with HPCSA as a Medical Specialist. **Grade 3:** A minimum of 10 years' appropriate experience as a Medical Specialist after registration with HPCSA as a Medical Specialist.
- DUTIES** : Clinical Supervision: Control a clinical care unit. Prepare and supervise implementation of clinical guidelines and protocols. Plans and directs regular clinical audits. Supervise and advises junior doctors in patient care. Participate in patient care according to the read and duty list. Academic teaching: To undertake relevant training of Medical personnel at undergraduate, postgraduate and sub-specialist level. To contribute to and participate in training of their health workers where requested to do so. Participate in public education programs concerning health. Directs Patient Care: To provide cost effective specialist medical staff in the appropriate treatment of patients. To co-operate with nursing and other professional in the optimal care of hospitalized patients. To refer patients samples to relevant units and To co-operate with nursing and other professional in the optimal care of hospitalized patients. To refer patients samples to relevant units and departments for diagnostic, intervention. To advise, council patients and families on their health problems. To consult and advise health professionals including primary care workers and medical practitioners on diagnosis, investigation and management of referred patients. Research: To contribute to the development of knowledge and policy obey appropriate research. To do appropriate clinical research that will improve patient care. Liaison with senior and provincial management. Management: Reports to HOD. Communicates with medical superintendent and nursing service manager, registrars, medical officers, interns, and nurses. Communicates with patients families and care givers. Communicates with referring doctors and health professionals. Plan an active

role in day to day managing of the department of Ear, Nose and Throat in Kalafong Provincial Tertiary Hospital. Play an active role in supporting management of academic department of Ear, Nose and Throat at the University of Pretoria.

- ENQUIRIES** : Prof. O.D Montwedi Tel No: (012) 373 1004
- APPLICATIONS** : Applications must be submitted to: Kalafong Provincial Tertiary Hospital, Human Resource Department, Private Bag X396, Pretoria, 0001. Hand Delivery at Kalafong Security Gate and sign in register book.
- NOTE** : Applications must be filled on a new Z83 effective from 1 January 2021 form and a comprehensive CV (with detailed previous experience). Failure to do so will result in your application being disqualified. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. Qualifications of candidates recommended for appointment will be verified. Applicant in a possession of a foreign qualification when shortlisted must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Candidates will be subjected to security screening and vetting process. Applications received after closing date will not be accepted. The Department reserves the right to not make an appointment. Candidates will be expected to be available for selection interviews on the date, time and place determined by the Department. The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know. Medical surveillance will be conducted on the recommended applicants, at no cost. People with disabilities are welcome to apply.
- CLOSING DATE** : 27 October 2023
- POST 37/63** : **DEPUTY MANAGER NURSING PNA8 REF NO:**
DEPMANNURPNA8/SRH/10/23
Directorate: Nursing Department
- SALARY** : R930 747 per annum, (plus benefits)
- CENTRE** : South Rand Hospital
- REQUIREMENTS** : A basic qualification accredited with the SANC in terms of Government Notice R425 (i.e. Diploma/ Degree in nursing) or equivalent qualification that allows registration with SANC as a Professional Nurse. Degree and post graduate qualification in Administration, Education and Management will be an added advantage. A minimum of 9 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. At least 4 years of the period referred to above must be appropriate experience at Assistant Manager level or above. Computer literacy and Driver's licence essential. Applicants must be able to work under pressure. Understanding the application of the relevant statutes and policies governing Public Service, nursing profession and corporate governance. In-depth knowledge and understanding of the implementation of the National Strategic Plan for Nurse Education, Training and Practice 2012/13 – 2016/17. Knowledge and skills: have strong leadership skills, good verbal and written communication skills, sound interpersonal skills, project management skills, financial and human resources management skills. Ability to work independently and in a multidisciplinary context. Analytic thinking, independent decision making and problem-solving skills. Understanding of Performance Management and Development System. Understanding of Strategic Planning. Knowledge of PFMA and Treasury Regulations. Understanding the Application of Batho Pele Principles, Patient's Rights Charter, and Quality Assurance system. Understanding of managing workplace discipline, well developed communication, presentation, negotiations, and research skills. Understanding of hospital indicators.
- DUTIES** : Provide guidance and leadership towards the realization of Nursing strategic plan, Strategic goals and objectives of the department. Provide professional, technical and management support for the provision of quality patient care through the proper management of nursing care programs. Advocate and ensure the promotion of nursing ethics and professionalism. Develop and monitor the implementation of policies, programs, regulations, practices, procedures, and standards pertaining to nursing care. Manage the human resources efficiently and effectively to attain the departmental goals and objectives 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 multidisciplinary teamwork that promotes efficient and effective health care. Manage and utilize resources in accordance with relevant directives and legislation: (Human, Financial, Physical and Material resources). Provide full-time technical and management support to the CEO and institution. Implement Batho Pele Principles, Patient's Rights Charter, and Quality Assurance programme. Coordinate nursing related research and development. Support management in enhancing the image of the nursing department and improve the skills and competencies of the nurses. Enhance and manage the performance management and development of nurses Involvement in the hospital's quality assurance and quality improvement activities. Management of nursing projects and participation in hospital projects aimed at enhancing service delivery. Knowledge of monitoring and evaluation or health care indicators for improved outcomes.

- ENQUIRIES** : Mr. S.D Gada (CEO) Tel No: (011) 681 2002/3
- APPLICATIONS** : Applications must be hand delivered at South Rand District Hospital, Friars Hill Road, Rosettenville, 1st Floor application box, or emailed to Recruitment1.Soutrand@gauteng.gov.za
- NOTE** : Applications must be submitted on New Z83 form obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The completed and signed Z83 form should be accompanied by a recently updated CV specifying all experiences indicating the respective dates (DD/MM/YY) as well as indicating three references with the following information: name and contact numbers, email address and an indication of the capacity in which the reference is known to the candidate. The relevant reference must be quoted in the application form. Copies of your qualifications and Identity document do not need to be attached or certified upon application. Only shortlisted candidates will be required to submit certified copies of your qualifications and Identity documents on or before the interview date following communication from HR. In terms of the National Qualifications Framework Amendment Act 2019, it is an offence for any person to falsely or fraudulently claim to hold a qualification. Any person found to be misrepresenting their qualifications, work experience or facts in their CV will be disqualified. People with disabilities are encouraged to apply. The Hospital reserves a right to fill or not fill the post. Successful candidates will undergo a medical screening and will be expected to do verifications which entails reference checks, identity verification, qualifications verification, criminal records check as well as a credit/ financial stability checks.
- CLOSING DATE** : 27 October 2023
- POST 37/64** : **REGISTRAR (MEDICAL) REF NO: KPTH/10/03 (X1 POST)**
Directorate: Paediatrics Surgery
- SALARY** : Grade 1: R906 540 per annum, (all inclusive)
- CENTRE** : Kalafong Provincial Tertiary Hospital
- REQUIREMENTS** : MBChB qualification. Registration with the Health Professions Council of South Africa (HPCSA) as an Independent Medical Practitioner. Recommendations: Successful completion of the Colleges of Medicine Part 1 examination is a strong recommendation. Applicable postgraduate diploma or other qualification.
- DUTIES** : Successful candidates will be responsible for the rendering of clinical service, which includes after hours' work (weekdays and weekends). Rotation through hospitals and units associated with the University of Pretoria. Participate in departmental activities in relation to teaching and research. The candidate will have to complete research project as required by the HPCSA for registration. The candidate will have to maintain a logbook and portfolio of learning as required by the Colleges of Medicine South Africa.
- ENQUIRIES** : Prof. O.D. Montwedi Tel No: (012) 373 1004
- APPLICATIONS** : Applications must be submitted to: Kalafong Provincial Tertiary Hospital, Human Resource Department, Private Bag X396, Pretoria, 0001. Hand Delivery at Kalafong Security Gate and sign in register book.
- NOTE** : Applications must be filled on a new Z83 effective from 1 January 2021 form and a comprehensive CV (with detailed previous experience). Failure to do so will result in your application being disqualified. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. Qualifications of candidates recommended for

appointment will be verified. Applicant in a possession of a foreign qualification when shortlisted must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Candidates will be subjected to security screening and vetting process. Applications received after closing date will not be accepted. The Department reserves the right to not make an appointment. Candidates will be expected to be available for selection interviews on the date, time and place determined by the Department. The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know. Medical surveillance will be conducted on the recommended applicants, at no cost. People with disabilities are welcome to apply.

- CLOSING DATE** : 27 October 2023
- POST 37/65** : **MEDICAL OFFICER (OBSTETRICS AND GYNAECOLOGY) REF NO: HRM/2023/72**
Directorate: Medical
- SALARY** : Grade1: R906 540 – R975 738 per annum
Grade 2: R1 034 373 – R1 129 116 per annum
Grade 3: R1 197 150 – R1 491 627 per annum
- CENTRE REQUIREMENTS** : Mamelodi Regional Hospital
: MBCHB Degree, Registration with HPCSA as medical practitioner. Ability to function independently and be part of a multidisciplinary team. Applicant must be solution-oriented and have good decision-making skills.
- DUTIES** : Render inpatient and outpatient services in the disciplines. A keen interest. Experience and courses attended in the relevant clinical fields will be an added advantage. Commuted overtime is compulsory.
- ENQUIRIES APPLICATIONS** : Dr. BE Mankge Tel No: (012) 841 8305
: Applications must be submitted to: Mamelodi Regional Hospital, Human Resource Department, Private Bag X0032 Rethabile, 0122, hand delivery to: Human Resource ,19472 CNR Tsamaya Avenue and Serapeng Street, Mamelodi Regional Hospital.
- FOR ATTENTION NOTE** : Mr. MH Hlophe Recruitment Section Tel No: (012) 841 8329
: Applications must be submitted on a New Z83 form obtainable from any Public Service Department or from the DPSA website, which must be completed in full, with CV. Only shortlisted candidates will be requested to bring certified copies. The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. The specific reference number of the post must be correctly quoted failure to comply with these instructions will disqualify applications from being fairly processed. Candidates will be subjected to Medical Surveillance, Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record check and employment reference check. Jobs are not for sale at Mamelodi Regional Hospital.
- CLOSING DATE** : 27 October 2023
- POST 37/66** : **MEDICAL OFFICER (INTERNAL MEDICINE) REF NO: HRM/2023/73**
Directorate: Medical
- SALARY** : Grade1: R906 540 – R975 738 per annum
Grade 2: R1 034 373 – R1 129 116 per annum
Grade 3: R1 197 150 – R1 491 627 per annum
- CENTRE REQUIREMENTS** : Mamelodi Regional Hospital
: MBCHB Degree, Registration with HPCSA as medical practitioner. Ability to function independently and be part of a multidisciplinary team. Applicant must be solution-oriented and have good decision-making skills.
- DUTIES** : Render inpatient and outpatient services in the disciplines. A keen interest. Experience and courses attended in the relevant clinical fields will be an added advantage. Commuted overtime is compulsory.
- ENQUIRIES APPLICATIONS** : Dr. BE Mankge Tel No: (012) 841 8305
: Applications must be submitted to: Mamelodi Regional Hospital, Human Resource Department, Private Bag X0032 Rethabile, 0122, hand delivery to: Human Resource ,19472 CNR Tsamaya Avenue and Serapeng Street, Mamelodi Regional Hospital.
- FOR ATTENTION** : Mr. MH Hlophe, Recruitment Section Tel No: (012) 841 8329

<u>NOTE</u>	:	Applications must be submitted on a New Z83 form obtainable from any Public Service Department or from the DPSA website, which must be completed in full, with CV. Only shortlisted candidates will be requested to bring certified copies. The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. The specific reference number of the post must be correctly quoted failure to comply with these instructions will disqualify applications from being fairly processed. Candidates will be subjected to Medical Surveillance, Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record check and employment reference check. Jobs are not for sale at Mamelodi Regional Hospital.
<u>CLOSING DATE</u>	:	27 October 2023
<u>POST 37/67</u>	:	<u>MEDICAL OFFICERS REF NO: JUB 26/2023 (X2 POSTS)</u> Directorate: Medical Services
<u>SALARY</u>	:	Grade 1: R906 540 per annum Grade 2: R1 034 373 per annum Grade 3: R1 197 150 per annum
<u>CENTRE REQUIREMENTS</u>	:	Jubilee District Hospital Appropriate qualification that allows registration with the HPCSA as an independent Medical Practitioner following completion of Community Service. Current registration with the HPCSA. Grade 1: no experience required, Grade 2: 5 years' experience and Grade 3 – 10 years' experience. An interest or experience in mental health will be an advantage. Willingness to perform commuted overtime and rotate in different disciplines when necessary.
<u>DUTIES</u>	:	The incumbent will be responsible for consulting, investigating, diagnosing, and treating patients. Participating in all activities of the discipline including meetings, presentations, teaching, and supervision of junior doctors. Completing all necessary forms timeously. Improve the quality of care by providing appropriate clinical care. Reduce medical litigation by exercising good clinical ethos. Implement and monitor adherence to National Core Standards (norms and standards). Participate in a multidisciplinary team for the management of patients. Performance of practical procedures relevant to the care of patients. Ensure that administration and record keeping are done in the department. Rendering of after - hours (night, weekend, and public holiday) duties to provide continuous uninterrupted care of patients. Medical Officers will be rotated through related departments as and when the need arises.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr. Modise OB Tel No: (012) 717 9302 documents must be submitted to Jubilee District Hospital Human Resource Department Private Bag x449.Hammanskraal 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital.
<u>NOTE</u>	:	The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.gov.za , and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. General information: Short-listed candidates must be available for interviews at a date and time determined by Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.
<u>CLOSING DATE</u>	:	27 October 2023, Time: 15H00
<u>POST 37/68</u>	:	<u>MEDICAL OFFICER: PAEDIATRICS REF NO: 40/2023 (1X POST)</u> Directorate: Medical
<u>SALARY</u>	:	Grade 1: R906 540 per annum, (all-inclusive package) Grade 2: R1 034 373 per annum, (all-inclusive package) Grade 3: R1 197 150 per annum, (all-inclusive package)
<u>CENTRE REQUIREMENTS</u>	:	Kopanong Hospital Grade 1: Appropriate qualification that allows for registration with HPCSA as a Medical Officer. Registration with the HPCSA as Medical Officer. No

experience required after registration with the HPCSA as Medical Practitioner. **Grade 2:** Appropriate qualification that allows for registration with the HPCSA as Medical Officer. Registration with the HPCSA as Medical Officer. A minimum of 5 years' appropriate experience as Medical Officer after registration with the HPCSA as Medical Practitioner. **Grade 3:** Appropriate qualification that allows for registration with the HPCSA as Medical Officer. Registration with the HPCSA as Medical Officer. A minimum of 10 years' appropriate experience as Medical Officer after registration with the HPCSA as Medical Practitioner.

DUTIES : The incumbent will be responsible to interview, investigate, diagnose, and oversee the treatment of patient related administrative duties, participating in all activities of the discipline in relation to teaching and research, participating in departmental audit activities, preparing, and writing of reports, liaison and communication services and community liaison. Supervising junior doctors (undergraduate students, interns, and community service doctors). Willing to do commuted overtime. Attendance of relevant administrative meetings like mortality meetings, near miss meetings and completing MEDICO Legal Documents timeously (e.g., Death certificate). Improve quality of care by providing appropriate clinical care. Reduce medical litigation by exercising good clinical ethics. Implement and monitor adherence to National Core Standards (norms and standards). Participate in multidisciplinary team to the management of patients. Performance of practical procedures relevant to the care of patients. Participation in departmental meetings, journal clubs, case presentations, lectures, and ward rounds. Ensure that administration and record keeping is done in the department. Rendering of after-hour (night, weekend, and public holiday) duties to provide continuous uninterrupted care of patients. Medical officers will inter alia be responsible for rendering of clinical services, assessment, and treatment of patients. Medical officers will be rotated through related departments at various hospitals, comprising hospitals served in their specific outreach programmes.

ENQUIRIES : Dr P. Mabena Tel No: (016) 428 7112
APPLICATIONS : Applications must be submitted at Kopanong Hospital, 2 casino Road, Duncanville, at HR Offices. There is an application box at hospital entrance ask Security Officers on duty for assistance. Alternative, applications can be posted to Kopanong Hospital, Private Bag X031, Duncanville, 1930.

NOTE : Fully completed new Z83, CV, no attachments/ proof/ certified copies/ copies on application, Z83 and CV only: Certified documents will only be requested to shortlisted candidates on or before the day of the interview following communication from HR office. People with Disabilities are Encouraged to Apply. If you did not hear from us within three months please consider your application unsuccessful. Medical surveillance will be conducted to successful candidate. Kopanong Hospital is committed to the pursuit of diversity, redress and will promote representation in terms of race, disability and gender. The institutional Employment Equity Plan will be considered in the process in the filling the posts. Applications must be submitted on a new Z83 form, obtainable from any Public Service Department or on www.dpsa.gov.za/documents. The completed and signed form should be accompanied by a recently updated CV. Successful Candidates will be subjected to OHS Medical surveillance as required by HBA regulations within the OHS Act.

CLOSING DATE : 27 October 2023 at 16h00

POST 37/69 : **MEDICAL OFFICER: OBS & GYNAE REF NO: 41/2023 (X1 POST)**
 Directorate: Medical

SALARY : Grade 1: R906 540 per annum (all-inclusive package)
 Grade 2: R1 034 373 per annum (all-inclusive package)
 Grade 3: R1 197 150 per annum (all-inclusive package)

CENTRE : Kopanong Hospital
REQUIREMENTS : **Grade 1:** Appropriate qualification that allows for registration with HPCSA as a Medical Officer. Registration with the HPCSA as Medical Officer. No experience required after registration with the HPCSA as Medical Practitioner. **Grade 2:** Appropriate qualification that allows for registration with the HPCSA as Medical Officer. Registration with the HPCSA as Medical Officer. A minimum of 5 years' appropriate experience as Medical Officer after registration with the HPCSA as Medical Practitioner. **Grade 3:** Appropriate qualification that allows for registration with the HPCSA as Medical Officer. Registration with the HPCSA as Medical Officer. A minimum of 10 years'

- appropriate experience as Medical Officer after registration with the HPCSA as Medical Practitioner.
- DUTIES** : The incumbent will be responsible to interview, investigate, diagnose, and oversee the treatment of patient related administrative duties, participating in all activities of the discipline in relation to teaching and research, participating in departmental audit activities, preparing, and writing of reports, liaison and communication services and community liaison. Supervising junior doctors (undergraduate students, interns, and community service doctors). Willing to do commuted overtime. Attendance of relevant administrative meetings like mortality meetings, near miss meetings and completing MEDICO Legal Documents timeously (e.g., Death certificate). Improve quality of care by providing appropriate clinical care. Reduce medical litigation by exercising good clinical ethos. Implement and monitor adherence to National Core Standards (norms and standards). Participate in multidisciplinary team to the management of patients. Performance of practical procedures relevant to the care of patients. Participation in departmental meetings, journal clubs, case presentations, lectures, and ward rounds. Ensure that administration and record keeping is done in the department. Rendering of after-hour (night, weekend, and public holiday) duties to provide continuous uninterrupted care of patients. Medical officers will inter alia be responsible for rendering of clinical services, assessment, and treatment of patients. Medical officers will be rotated through related departments at various hospitals, comprising hospitals served in their specific outreach programmes.
- ENQUIRIES** : Dr P. Mabena Tel No: (016) 428 7112
- APPLICATIONS** : Applications must be submitted at Kopanong Hospital, 2 casino Road, Duncanville, at HR Officers. There is an application box at hospital entrance ask Security Officers on duty for assistance. Alternative, applications can be posted to Kopanong Hospital, Private Bag X 031, Duncanville, 1930.
- NOTE** : Fully completed new Z83, CV, no attachments/ proof/ certified copies/ copies on application, Z83 and CV only: Certified documents will only be requested to shortlisted candidates on or before the day of the interview following communication from HR office. People with Disabilities are Encouraged to Apply. If you did not hear from us within three months please consider your application unsuccessful. Medical surveillance will be conducted to successful candidate. Kopanong Hospital is committed to the pursuit of diversity, redress and will promote representation in terms of race, disability and gender. The institutional Employment Equity Plan will be considered in the process in the filling the posts. Applications must be submitted on a new Z83 form, obtainable from any Public Service Department or on www.dpsa.gov.za/documents. The completed and signed form should be accompanied by a recently updated CV. Successful Candidates will be subjected to OHS Medical surveillance as required by HBA regulations within the OHS Act.
- CLOSING DATE** : 27 October 2023 at 16h00
- POST 37/70** : **REGISTRAR (MEDICAL) REF NO: KPTH/10/04**
Directorate: General Surgery
- SALARY** : Grade 1: R906 540 per annum, (all inclusive)
- CENTRE** : Kalafong Provincial Tertiary Hospital
- REQUIREMENTS** : MBChB qualification. Registration with the Health Professions Council of South Africa (HPCSA) as an Independent Medical Practitioner. Recommendations: Successful completion of the Colleges of Medicine Part 1 examination is a strong recommendation. Applicable postgraduate diploma or other qualification.
- DUTIES** : Successful candidates will be responsible for the rendering of clinical service, which includes after hours' work (week days and weekends). Rotation through hospitals and units associated with the University of Pretoria. Participate in departmental activities in relation to teaching and research. The candidate will have to complete research project as required by the HPCSA for registration. The candidate will have to maintain a logbook and portfolio of learning as required by the Colleges of Medicine South Africa.
- ENQUIRIES** : Prof. O.D. Montwedi Tel No: (012) 373 1004
- APPLICATIONS** : Applications must be submitted to: Kalafong Provincial Tertiary Hospital, Human Resource Department, Private Bag X396, Pretoria, 0001. Hand Delivery at Kalafong Security Gate and sign in register book.
- NOTE** : Applications must be filled on a new Z83 effective from 1 January 2021 form and a comprehensive CV (with detailed previous experience). Failure to do so

will result in your application being disqualified. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. Qualifications of candidates recommended for appointment will be verified. Applicant in a possession of a foreign qualification when shortlisted must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Candidates will be subjected to security screening and vetting process. Applications received after closing date will not be accepted. The Department reserves the right to not make an appointment. Candidates will be expected to be available for selection interviews on the date, time and place determined by the Department. The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know. Medical surveillance will be conducted on the recommended applicants, at no cost. People with disabilities are welcome to apply.

- CLOSING DATE** : 27 October 2023
- POST 37/71** : **MEDICAL OFFICER REF NO: KPTH/10/05**
Directorate: Neurosurgery
- SALARY** : Grade 1: R906 540 per annum, (all inclusive)
Grade 2: R1 034 373 per annum, (all inclusive)
Grade 3: R1 197 150 per annum, (all inclusive)
- CENTRE REQUIREMENTS** : Kalafong Provincial Tertiary Hospital
: MBCHB qualification. Registration as an Independent Medical Practitioner with the HPCSA. **Grade 1:** None experience after registration with HPCSA as a Medical Officer. **Grade 2:** A minimum of 5 years' appropriate experience as a Medical Officer after registration with HPCSA as a Medical Officer. **Grade 3:** A minimum of 10 years' appropriate experience as a Medical Officer after registration with HPCSA as a Medical Officer Recommendations: Successful completion of the College of Medicine Part 1 examination is a strong recommendation. Applicable post graduate or other qualification.
- DUTIES** : Successful candidates will be responsible for the rendering of clinical service, which includes after hours work (week days and weekends). Rotation through hospitals and units associated with the University of Pretoria. Participate in departmental activities in relation to teaching and research. The candidate will have to complete a research projects as required by the HPCSA for registration. The candidate will have to maintain a logbook and a portfolio of learning as required by the Colleges of Medicine South Africa.
- ENQUIRIES APPLICATIONS** : Prof. OD Montwedi Tel No: (012) 373 1004
: Applications must be submitted to: Kalafong Provincial Tertiary Hospital, Human Resource Department, Private Bag X396, Pretoria, 0001. Hand Delivery at Kalafong Security Gate and sign in register book.
- NOTE** : Applications must be filled on a new Z83 effective from 1 January 2021 form and a comprehensive CV (with detailed previous experience). Failure to do so will result in your application being disqualified. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. Qualifications of candidates recommended for appointment will be verified. Applicant in a possession of a foreign qualification when shortlisted must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Candidates will be subjected to security screening and vetting process. Applications received after closing date will not be accepted. The Department reserves the right to not make an appointment. Candidates will be expected to be available for selection interviews on the date, time and place determined by the Department. The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know. Medical surveillance will be conducted on the recommended applicants, at no cost. People with disabilities are welcome to apply.
- CLOSING DATE** : 27 October 2023
- POST 37/72** : **MEDICAL OFFICER REF NO: KPTH/10/06**
Directorate: Accident and Emergency
- SALARY** : Grade 1: R906 540 per annum, (all inclusive)
Grade 2: R1 034 373 per annum, (all inclusive)

<u>CENTRE REQUIREMENTS</u>	Grade 3: R1 197 150 per annum, (all inclusive) Kalafong Provincial Tertiary Hospital MBChB qualification. Registration with the Health Professions Council of South Africa (HPCSA) as an Independent Medical Practitioner. Grade 1: None experience after registration with HPCSA as a Medical Officer. Grade 2: A minimum of 5 years' appropriate experience as a Medical Officer after registration with HPCSA as a Medical Officer. Grade 3: A minimum of 10 years' appropriate experience as a Medical (Psychiatrist) after registration with HPCSA as a Medical Officer. Recommendation: DipPEC, EMSSA level 1 Ultrasound. Six (6) months experience in Accident and Emergency. The following certificate will be an added advantage: Life Support (ACLS), Paediatrics Advance Life Support (PALS) and Advanced Trauma Life Support.
<u>DUTIES</u>	Clinical duties in Emergency Unit (includes after-hour duties). Clinical guidance of Emergency unit nurse, community service doctors and interns. Accompaniment and clinical guidance of medical students and clinical associates. Assist with logistic arrangements including waiting time in the Emergency unit. Participation in the academic programme of the Department of Family Medicine & Emergency Medicine.
<u>ENQUIRIES APPLICATIONS</u>	Prof. M.M Geyser Tel No: (012) 318 6700 Applications must be submitted to: Kalafong Provincial Tertiary Hospital, Human Resource Department, Private Bag X396, Pretoria, 0001. Hand Delivery at Kalafong Security Gate and sign in register book.
<u>NOTE</u>	Applications must be filled on a new Z83 effective from 1 January 2021 form and a comprehensive CV (with detailed previous experience). Failure to do so will result in your application being disqualified. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. Qualifications of candidates recommended for appointment will be verified. Applicant in a possession of a foreign qualification when shortlisted must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Candidates will be subjected to security screening and vetting process. Applications received after closing date will not be accepted. The Department reserves the right to not make an appointment. Candidates will be expected to be available for selection interviews on the date, time and place determined by the Department. The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know. Medical surveillance will be conducted on the recommended applicants, at no cost. People with disabilities are welcome to apply.
<u>CLOSING DATE</u>	27 October 2023
<u>POST 37/73</u>	<u>MEDICAL OFFICER REF NO: KPTH/10/07</u> Directorate: Critical Care (One (1) Year Contract with possibility of renewal)
<u>SALARY CENTRE REQUIREMENTS</u>	Grade 1: R906 540 per annum, (all inclusive) Kalafong Provincial Tertiary Hospital Registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Keen interest in the caring of acutely ill patients. ATLS or ACLS would be recommended. Previous exposure to Critical Care experience is advantageous.
<u>DUTIES</u>	This will include after-hours work (weekends and weekdays). The Critical Care Medical Officer functions as a member of the multi-disciplinary critical care team that manages High Care and Critical Care Unit patients. Patient management and full-time clinical service provision within the intensive care / High Care Unit. Participation in the critical care academic program. Participation in departmental research activities.
<u>ENQUIRIES APPLICATIONS</u>	Dr. M Mbeki Tel No: (012) 373 1053 Applications must be submitted to: Kalafong Provincial Tertiary Hospital, Human Resource Department, Private Bag X396, Pretoria, 0001. Hand Delivery at Kalafong Security Gate and sign in register book.
<u>NOTE</u>	Applications must be filled on a new Z83 effective from 1 January 2021 form and a comprehensive CV (with detailed previous experience). Failure to do so will result in your application being disqualified. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. Qualifications of candidates recommended for

appointment will be verified. Applicant in a possession of a foreign qualification when shortlisted must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Candidates will be subjected to security screening and vetting process. Applications received after closing date will not be accepted. The Department reserves the right to not make an appointment. Candidates will be expected to be available for selection interviews on the date, time and place determined by the Department. The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know. Medical surveillance will be conducted on the recommended applicants, at no cost. People with disabilities are welcome to apply.

- CLOSING DATE** : 27 October 2023
- POST 37/74** : **ASSISTANT MANAGER NURSING SPECIALTY NIGHT DUTY (PN-B4) REF NO: CHBAH 725 (X1 POST)**
Directorate: Nursing Services (Paediatrics)
- SALARY CENTRE REQUIREMENTS** : R683 838 per annum, (all inclusive)
: Chris Hani Baragwanath Academic Hospital
: Basic R425 qualification (i.e. Diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council as a Professional Nurse. A post basic qualification in Health Services Management will be an added advantage. Current registration with the South African Nursing Council. A minimum of ten (10) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least six (6) years of the period referred to above must be appropriate/recognizable experience in a Paediatrics Clinical specialty after obtaining the one (1) year post basic qualifications in Child Nursing Science specialty. At least three (3) years of the period referred to above must be appropriate/recognizable experience at management level. Competencies/Knowledge/Skills: leadership, ward management/ward administration, planning, organizing, co-ordination and communication skills. Ability to take charge and make appropriate independent decisions. Display empathy for patients, promoting advocacy and facilitating holistic treatment and care. Knowledge of administrative policies and guidelines. Knowledge of legal prescripts that regulate nursing and health services. Computer literacy i.e. (MS Word, Power Point). Ability to work independently and innovatively. Facilitation and presentation skills, problem solving and decision-making skills.
- DUTIES** : Supervise and co-ordinate the provision of effective and efficient patient care through supervision of adequate nursing care. Initiate and participate in health promotion to ensure consistent communication of relevant, accurate and comprehensive information on health care. Develop/establish and maintain constructive relationships with nursing and other stake holders (i.e. inter-personal, inter-sectoral and multi-disciplinary teamwork). Participate in the analysis, formulation of nursing guidelines, norms and standards. Implementation of Ideal Hospital Maintenance Framework Version 2.0. Manage effective utilization and supervision of human, financial and material resources. Co-ordination of provision of effective training and research. Be allocated to work night shifts, weekends, public holidays and relieve the supervisor when required. Maintain professional growth/ethical standards and self-development. Management of personnel performance and review thereof. (Contracting, Midterm review and final assessment).
- ENQUIRIES APPLICATIONS** : Mr. N.B. Mulaudzi Tel No: (011) 933 9779/0134
: Applications should be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital between 8am and 3pm at Ground Floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808. No faxed or emailed applications will be considered.
- FOR ATTENTION NOTE** : The Director: Human Resource
: Applications must be submitted on form Z83 Fully completed, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. Applications must be submitted on the new Z83 form. The application form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialled and signed. On the Z83 the Department where position was

advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications, service certificate and other relevant documents on application but must submit 151 a fully completed Z83 and a detailed Curriculum Vitae. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications, service certificate, other relevant documents on or before the interview and candidates in possession of a foreign qualification will be required to furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Personnel Suitability Checks (PSC) – Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities are encouraged to apply.

- CLOSING DATE** : 27 October 2023
- POST 37/75** : **ASSISTANT MANAGER NURSING SPECIALTY, NIGHT DUTY: (PN-B4)**
REF NO: CHBAH 726 (X1 POST)
 Directorate: Clinical Support Functional Business Unit Critical Care Nursing General/Trauma & Emergency/Operating Theatre
- SALARY** : R683 838 per annum, (all inclusive)
- CENTRE** : Chris Hani Baragwanath Academic Hospital
- REQUIREMENTS** : Basic R425 qualification (i.e., diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council as a Professional Nurse. Current registration with the South African Nursing Council. A minimum of ten (10) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least six (6) years of the period referred to above must be appropriate/recognizable experience in a clinical specialty after obtaining the one (1) year post basic qualifications in Medical and Surgical Nursing Science (Critical Care Nursing – General/Trauma & Emergency or Operating Theatre Nursing). At least three (3) years of the period referred to above must be appropriate/recognize experience at Management Level/Night Supervisor in Intensive Care Unit, Accident & Emergency Unit or Operating Theatre. Competencies/Knowledge/Skills: leadership, ward management/ward administration, planning, organizing, co-ordination and communication skills. Ability to take charge and make appropriate independent decisions. Display empathy for patients, promoting advocacy and facilitating holistic treatment and care. Knowledge of administrative policies and guidelines. Knowledge of legal prescripts that regulate nursing and health services. Computer literacy i.e. (MS Word, Power Point). Ability to work independently and innovatively. Facilitation and presentation skills, problem solving and decision-making skills.
- DUTIES** : Delegate, supervise and co-ordinate the provision of effective and efficient patient care through adequate nursing care. Initiate and participate in health promotion to ensure consistent communication of relevant, accurate and comprehensive information on health care. Develop/establish and maintain constructive relationships with nursing and other stake holders (i.e., inter-personal, inter-sectoral and multi-disciplinary teamwork). Participate in the analysis, formulation of nursing guidelines, norms and standards. Manage effective utilization and supervision of human, financial and material resources in the department at night. Provide management support, guidance and

direction to personnel under her or his supervision towards the realization of strategic goals and objectives of the Nursing Department on night duty. Co-ordination of provision of effective training and research. Maintain professional growth/ethical standards and self-development.

**ENQUIRIES
APPLICATIONS**

: Mr. N.B. Mulaudzi Tel No: (011) 933 9779/0134
: Applications should be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital between 8am and 3pm at Ground Floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808. No faxed or emailed applications will be considered.

**FOR ATTENTION
NOTE**

: The Director: Human Resource
: Applications must be submitted on form Z83 Fully completed, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. Applications must be submitted on the new Z83 form. The application form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialled and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications, service certificate and other relevant documents on application but must submit 151 a fully completed Z83 and a detailed Curriculum Vitae. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications, service certificate, other relevant documents on or before the interview and candidates in possession of a foreign qualification will be required to furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Personnel Suitability Checks (PSC) – Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities are encouraged to apply.

CLOSING DATE

: 27 October 2023

POST 37/76

: **ASSISTANT MANAGER NURSING (GENERAL) REF NO: HRM/2023/74**
Directorate: Nursing

**SALARY
CENTRE
REQUIREMENTS**

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

DUTIES

: Delegate, supervise and co-ordinate the provision of effective patient care through adequate nursing care. Demonstrate in a depth understanding of nursing legislation & related legal & ethical nursing practice and how it impacts

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

- ENQUIRIES** : Ms. S. Mahlangu Tel No: (012) 841 8363
- APPLICATIONS** : Applications must be submitted to: Mamelodi Regional Hospital, Human Resource Department, Private Bag X0032, Rethabile, 0122, hand delivery to: Human Resource, 19472 CNR Tsamaya Avenue and Serapeng Street, Mamelodi Regional Hospital.
- FOR ATTENTION** : Mr MH Hlophe Tel No: (012) 841 8329
- NOTE** : Applications must be submitted on a New Z83 form obtainable from any Public Service Department or from the DPSA website, which must be completed in full, with CV (only). Only shortlisted candidates will be requested to bring certified copies. The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. The specific reference number of the post must be correctly quoted failure to comply with these instructions will disqualify applications from being processed. Candidates will be subjected to Medical Surveillance, Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record check and employment reference check. Jobs are not for sale at Mamelodi Regional Hospital.
- CLOSING DATE** : 27 October 2023
- POST 37/77** : **OPERATIONAL MANAGER NURSING SPECIALTY (PAEDIATRICS) REF NO: REFS/SEB/OCT /01 (X1 POST)**
Directorate: Nursing
- SALARY** : Grade 1: R627 474 – R703 752 per annum, (all-inclusive package)
- CENTRE** : Sebokeng Hospital
- REQUIREMENTS** : Basic R425 qualification (Diploma / Degree in nursing) or equivalent that allows registration with South African Nursing Council. A minimum of nine (9) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the South African Nursing Council (SANC) in General Nursing. At least five (5) years of the period referred to above must be appropriate/recognizable experience in the specific specialty after obtaining the 1-year post basic qualification in the relevant specialty. The applicant should be in possession of a post basic qualification in Child Nursing Science with the minimum of one-year post qualification. A post basic qualification in Nursing Administration will be an added advantage.
- DUTIES** : Supervise and evaluate quality of nursing care as directed by professional scope of practice and set nursing standards within a professional/legal framework. Implement nursing legislation and related framework and ethical nursing practices. Manage resources effectively and efficiently in the unit. Compile and analyse reports to improve quality of patient care. Be allocated to work night shift and relieve the Area Manager when required. Perform as an operational manager in accordance with the scope or practice. Demonstrate effective communication with patients, supervisors and other health professionals and junior colleagues. Implement of the Ideal Hospital and Realization framework. Manage and monitor effective utilization and supervision of human, financial and material resources. Co-ordination and provision of effective training and research. Maintain a constructive working relationship with nursing and other stakeholders. Participate in training, research, and self-development.
- ENQUIRIES** : Deputy Director S.J.K. Sejeng Tel No: (016) 930 3302

- APPLICATIONS** : Applications should be posted to Private Bag X058, Vanderbijlpark, 1900 or hand delivered to Sebokeng Hospital, Human Resource Department, Moshoeshoe Street.
- NOTE** : Applications must be submitted on a new Z83 application for employment form as issued by the Minister for the Public Service and Administration in line with Regulation 10 of the Public Service Regulation, 2016, failure to do so will result in disqualification of the application. Z83 form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. In terms of DPSA circular no 19 of 2022, fully completed and signed Z83 form should be accompanied by a recent updated CV. No copies/certified copies/proof on application, only Z83 and CV. Only selected candidates will be required to submit certified copies of Identity Document, Qualifications, and other relevant documents to Human Resources unit before or on the day of the interview. Failure to submit all the requested documents will result in the application not being considered. Communication will be limited to shortlisted candidates only. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The Department reserves the right not to make appointment(s) to the advertised post(s). Gauteng Department of Health is guided by the principles of Employment Equity Act; therefore, all the appointments will be made in accordance with the Employment Equity targets of the of the institution. People with disabilities are encouraged to apply. Recommended candidates will be subjected to medical assessment.
- CLOSING DATE** : 03 November 2023
- POST 37/78** : **ASSISTANT MANAGER NURSING (AREA) (GENERAL NURSING)/NIGHT SUPERVISOR REF NO: REFS/SEB/OCT/02**
Directorate: Nursing
- SALARY** : R627 474 – R724 278 per annum, (all-inclusive package)
- CENTRE** : Sebokeng Hospital
- REQUIREMENTS** : Basic R425 qualification (diploma /degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A minimum of 8 years; appropriate / recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 3 years of period referred to above must be appropriate / recognizable experience at management level, (less 1 year from experience for candidates appointed from outside Public Service after complying with registration requirement.
- DUTIES** : Provide guidance and leadership during the night. Provide professional and management support for the provision of quality patient care. Provide effective management, utilization and supervision of human, material, and financial resources. Promote nursing ethic ethos and professionalization during the night. Monitor and manage all meal and hospital administrative activities during the night. Supervisory, problem solving, conflict resolution and interpersonal skills. Good leadership and communication skills. Knowledge relation legislation, and relevant legal and ethical nursing practices and framework. Labour relation legislation and relevant public sector policies. Ability to plan, organize, lead and co-ordinate quality health services in the unit. Demonstration basic understanding of human resources, disciplinary producers as well as financial management policies, guidelines, and practice.
- ENQUIRIES** : Mr Sejeng S.J.K: Tel No: (016) 930 3302
- APPLICATIONS** : Applications should be posted to Private Bag X058, Vanderbijlpark, 1900 or hand delivered to Sebokeng Hospital, Human Resource Department, Moshoeshoe Street.
- NOTE** : Applications must be submitted on a new Z83 application for employment form as issued by the Minister for the Public Service and Administration in line with Regulation 10 of the Public Service Regulation, 2016, failure to do so will result in disqualification of the application. Z83 form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. In terms of DPSA circular no 19 of 2022, fully completed and signed Z83 form should be accompanied by a recent updated CV. No copies/certified copies/proof on application, only Z83 and CV. Only selected candidates will be required to submit certified copies of Identity Document, Qualifications, and other relevant documents to Human Resources unit before or on the day of the interview. Failure to submit all the requested documents will result in the application not being considered. Communication will be limited to shortlisted

candidates only. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The Department reserves the right not to make appointment(s) to the advertised post(s). Gauteng Department of Health is guided by the principles of Employment Equity Act; therefore, all the appointments will be made in accordance with the Employment Equity targets of the of the institution. People with disabilities are encouraged to apply. Selected candidates will be subjected to medical assessment.

- CLOSING DATE** : 03 November 2023
- POST 37/79** : **OPERATIONAL MANAGER OHS (PNB3) REF NO: JUB 30/2023**
Directorate: Nursing Services
- SALARY** : R627 474 per annum
CENTRE : Jubilee District Hospital
REQUIREMENTS : Grade 12 (Matric) or equivalent qualification. Basic R425 Diploma/Degree in Nursing and Midwifery or equivalent qualification that allows for registration with the SANC as Professional Nurse, One year post Graduate Diploma or equivalent qualification in Occupational Health Nursing with recognisable Minimum of 9 years appropriate /recognisable experience in Nursing after registration as Professional Nurse in General and Midwifery with SANC. At least 5 years of the period referred to above must be appropriate after obtaining 1 year /recognisable experience in coordination of OHS and implementation of the staff wellness clinic. Knowledge of OHS practices, Nursing Acts, Regulations, and Ideal Hospital. Willingness to work shifts, public holidays, after hours, standby and weekends. Ability to act for other Nurse Managers in a Hospital.
- DUTIES** : Provision of in-depth knowledge of Acts, Policies, Procedures, OHS nursing prescripts and legislation, ethical Nursing practice and how it impacts to service delivery, Facilitate, coordinate and review institutions standard operating procedures and guidelines regarding OHS nursing and staff wellness clinic in alignment with the National Guidelines and Legislation. Implement and maintain an effective Hospital staff wellness clinic that is compliant with all general safety regulations. Ability to demonstrate in depth knowledge to the compensation for Occupational injuries and diseases Act and legislation that guide the OHS and wellness Programme. Compile, analyse and submit accurate reports to meet the deadlines monthly, quarterly, and annually. Use surveillance data to demonstrate knowledge of and coordinate comprehensive inter-professional people centred occupational nursing care to a variety of workers to promote positive health outcomes. Conduct training, coordinate and conduct and manage staff medical surveillance. Participate in the analysis, formulation and implementation of the Nursing guidelines, protocols, standards operating procedures. Practice Norms and standards as per guidelines and per ideal Hospital Management and Realisation Framework. Maintain professional growth /ethical standards and development of self and subordinated. Participate in Hospital committee and represent OHS Programme at the management portfolio and Hospital different quality, surveillance and infection prevention and Control committees. Maintain a good relationship with EAP, provide direct and indirect supervision of all staff within the unit and give guidance. Demonstrate basic understanding of HR, Financial Policies and Practices.
- ENQUIRIES** : Ms K.J Aphane Tel No: (012) 717 9300
APPLICATIONS : documents must be submitted to Jubilee District Hospital Human Resource Department, Private Bag X449, Hammanskraal, 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital.
- NOTE** : The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate, and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. General information: Short-listed candidates must be available for interviews at a date and time determined by Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.

CLOSING DATE : 27 October 2023, Time: 15H00

POST 37/80 : **OPERATIONAL MANAGER SPECIALTY (PN-B3) REF NO: JUB 19/2023**
Directorate: Nursing Services

SALARY : R627 474 per annum
CENTRE : Jubilee District Hospital
REQUIREMENTS : Senior Certificate (Grade 12) or equivalent qualification. Basic R425 Diploma/Degree in Nursing and Midwifery or equivalent qualification that allows registration with SANC as the Professional Nurse. A minimum of 7 (seven) years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing and Midwifery. Diploma/Degree in Nursing management will be an added advantage. Strong leadership, good communication and sound interpersonal skills are necessary. Computer literate. Service certificate compulsory. South African Nursing Council annual practicing certificate. Valid driver's licence.

DUTIES : Supervise and evaluate quality nursing care directed by Professional Scope of Practice, Legal Framework, Norms and Standards in Nursing care management. Guidelines and protocols in public service management and care. Manage resources effective and efficiently in the unit. Compose analyze reports to improve quality of care. Participate in in-service training, research, and self-development as Operational Manager at Accident and Emergency unit in the hospital. Participate in the implementation of the Hospital Core Standards including Ideal Hospital Realization and Management System. Provide direct and indirect supervision of all staff within the unit and give guidance. Demonstrate on basic understanding of HR, Financial Policies and Practices. Generic competences: Demonstrate effective communication with the patients, supervisors, other health professional and junior colleagues including more complex report writing when required. Work as part of multi-disciplinary team at the Hospital level to ensure good nursing cares by the nursing care by the Nursing Team. Work effectively and amicably at the supervisory level with the person of diverse intellectual, cultural, and racial or religious differences. Able to manage own work time and that of junior colleagues to ensure proper nursing service in the Unit.

ENQUIRIES : Ms K.J Aphane Tel No: (012) 717 9300
APPLICATIONS : documents must be submitted to Jubilee District Hospital Human Resource Department Private Bag X449, Hammanskraal, 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital.

NOTE : The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate, and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. General information: Short-listed candidates must be available for interviews at a date and time determined by Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.

CLOSING DATE : 27 October 2023, Time: 15H00

POST 37/81 : **CHIEF DIAGNOSTIC RADIOGRAPHER GRADE 1 REF NO: JUB 31/2023**
Directorate: Therapeutics & Medical Support Services

SALARY : R520 785 per annum
CENTRE : Jubilee District Hospital
REQUIREMENTS : Grade 12. National Diploma/B-Tech /Degree in Diagnostic Radiography or any qualification that allows registration with HPCSA as Diagnostic Radiographer. Minimum of 3 years appropriate experience as a Diagnostic Radiographer (Excluding Community Service). Knowledge, skills, attributes and abilities, expert knowledge of specialised equipment and radiographic practice and prescript. knowledge of public service policies, acts and regulations including the PFMA, HRM policies, etc. knowledge of legislation pertaining to Radiography (Radiation Control and safety). Knowledge of quality assurance procedures and methods, health, and safety & infection control principles. Good understanding of public sector operational system. Experience in Digital

- Radiography. Knowledge of relevant public service regulations, legislation, policies, acts, and procedures. Computer literacy (MS Word, MS. Excel, PowerPoint) with good communication skills. Compliance with Radiographic Quality Assurance. Health and Safety and Infection Control principles. Ability to work as a member of a multidisciplinary team. Demonstrates. Effective interpersonal skills, strategic planning, and organizational skills.
- DUTIES** : Ensure provision of an effective and efficient 24 -hour Radiology services through adequate supervision. Provide high quality radiology services while observing safe radiation protection standards. Staff supervision and management of PMDS. Provide support, supervision, and training of all staff. Perform all administrative duties as required. Participate in Quality assurance and quality improvement project, OHSC and quality improvement plan. Participate in institutional radiographic policy analysis, Formulation and planning for service delivery to ensure that the complies with radiation control legislation. Ensure the equipment is maintained for patient safety while adhering to Professional Radiographic prescripts. Ensure adherence to mandatory hospital and departmental policies, procedures, guidelines, and regulations. Perform record keeping, data collection. Adhere to the allocated budget and manage assets effectively. Contribute and participate in continuous professional development of self, and members of multidisciplinary team. Comply with the Performance Management and Development System. Adhere and ensure compliance with Radiation Control Board and HPCSA legislation. Prioritise the implementation of cost saving measures in accordance with the PFMA.
- ENQUIRIES** : Mr M.P. Madavha Tel No: (012) 717 9382
- APPLICATIONS** : documents must be submitted to Jubilee District Hospital Human Resource Department Private Bag X449, Hammanskraal, 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital.
- NOTE** : The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. General information: Short-listed candidates must be available for interviews at a date and time determined by Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.
- CLOSING DATE** : 27 October 2023, Time: 15H00
- POST 37/82** : **CHIEF PHYSIOTHERAPIST GRADE 1 REF NO: CCRC/PHYSIO/10/2023**
Directorate: Therapeutic and Medical Support Services
- SALARY** : R520 785 per annum, (plus benefits)
- CENTRE** : Cullinan Care and Rehabilitation Centre
- REQUIREMENTS** : Minimum educational qualifications: Registration with the Health Professions Council of South Africa (HPCSA) as a Physiotherapist. Grade 12 plus a Bachelor Science/Bachelor in Physiotherapy degree or higher. Experience: A minimum of 4 years' experience as a Physiotherapist after registration with the HPCSA after completion of community service of which 2 years must be at supervisory level. Inherent requirement of the job: Competencies (knowledge/skills): Knowledge and understanding of Mental health care Act, PFMA and other relevant legislation and policies. Good communication skills and interpersonal relations. Good organizing skills. Computer literacy (Word, Excel, PowerPoint).
- DUTIES** : To manage physiotherapy services in the institution. Plan, coordinate and implement promotion of physiotherapy services. Coordinate physiotherapy meetings, preparation, and presentation of quarterly reports at the physiotherapy forum. Preparation of demand plan for the section. Ensure provision of physiotherapy services to all referred MHCUs. Performance appraisal and reviews of subordinates, Adherence to OHS, infection control and Ideal hospital realization framework, Ensure procurement of relevant modernized assistive devices, consumables, and equipment for the section. effectively manage Human resources allocated. Ensuring effective management of financial, information and tangible assets and resource in the

section. Participate in various institutional committees. Assessment and referral of patients for appropriate assistive devices. Maintain patient statistics and collection of relevant data. Be able to work as a part of multi-disciplinary team. Ensure compliance of continuous professional development in the section. Do supervision as required. Be involved in Physiotherapy provincial professional development activities. Offer clinical expertise in patients referred to physio.

- ENQUIRIES** : Technical Enquiries: Dr. V.O. Seopela Tel No: (012) 734 7000
HR Enquiries: M.B. Mentoor Tel No: (012) 734 7020
- APPLICATIONS** : Applications should be hand delivered to Cullinan Care and Rehabilitation Centre: Human Resource Department; Zonderwater Road; Cullinan or posted to Cullinan Care and Rehabilitation Centre; Human Resource; Private Bag X1005, Cullinan; 1000. Applications should be delivered by 12h00 pm (Noon) on the closing date including posted mails. No e-mailed applications will be accepted.
- NOTE** : Application are required to submit a fully completed New form Z83 and a detailed Curriculum Vitae. Only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following Communication with HR. If you have not been contacted within three months. After the closing date, please accept that your application was unsuccessful. The recommended candidates may be subject to medical surveillance. The Gauteng Department of Health is guided by the principles of Employment Equity; therefore, all the appointment will be made in accordance with the Employment Equity target of the department. applications for employment must be fully completed, initiated, and signed by applicant, failure to complete will lead to disqualification during the selection process. Section A, B, C, D and F must be fully completed, and E and G should be ignored if the information is attached on the CV. Declaration must be signed.
- CLOSING DATE** : 27 October 2023, 12H00 noon
- POST 37/83** : **OCCUPATIONAL HEALTH& SAFETY: NURSE REF NO: CCRC/OHS/10/2023**
Directorate: Nursing Services
- SALARY** : R497 193 per annum, (plus benefits)
CENTRE : Cullinan Care & Rehabilitation Centre
REQUIREMENTS : Grade 12 (STD10). Basic qualification accredited with SANC in terms of Government Notice R425 (i.e. diploma / degree or Equivalent qualification that allows registration with SANC as a Professional Nurse, one year Diploma or equivalent qualification in Occupational Health and safety registered with a recognizable institution, will be an added advantage. A minimum of 7years appropriate /recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. At least 3 years of the period referred above must be appropriate /recognizable experience in coordination of OHS and implementation staff wellness clinic. Computer Literacy will be an added advantage. Good communication skills. Knowledge, skills attributes and abilities to make independent decisions. Ability to priorities issues and work-related matters and comply with time frames. Knowledge of OHS practices, knowledge of nursing Acts, Regulations and Ideal Hospital Framework.
- DUTIES** : Provision of in depth knowledge of Acts, policies, procedures, OHS prescripts and legislations, ethical Nursing practice and how it impacts to service delivery. Knowledge of Labour Laws Act. Facilitate, coordinate and review institution standard operation procedures and guidelines regarding OHS and staff wellness clinic. Implement and maintain an effective Hospital staff wellness clinic in alignment with National guidelines and Legislatives. Develop and implement policies. Ensure that the health establishment is complying with all general safety regulations. Ability to demonstrate in depth knowledge to the compensation for occupational injuries and diseases Act and all legislations that guide OHS and wellness programme. Compile and analyse and submit accurate reports to meet the deadlines. Maintain a therapeutic environment in which health care can be provided. Conduct training, compile monthly, quarterly, and annual Staff wellness clinic and OHS reports. Maintain Professional Growth /ethical standards and development of self and subordinates. Coordinate and lead meaningful rounds to monitor compliance to OHS legislations. Coordinate, conduct and manage staff medical surveillance according to HCS. Prevent, Manage and report the occupational

diseases and injuries in accordance to Occupational Health and safety legislations. Maintain accreditation standards by ensuring compliance with National Norms and standards and ideal Hospital Framework. Assist in quality improvement and infection prevention and control matters within the institution. Coordinate and Represent staff wellness clinic and OHS at all management and other meetings as required. Participate in some Hospital committees as delegated and be ethical and able to maintain confidential information. Coordinate and ensure that the Hospital complies with the Emergency preparedness plan. Plan for employee's healthy life programmes. Plan and ensure training and drills are implemented to meet the Hospital objectives in the operational plan aligned to APP. Provide comprehensive employee Health and wellness services in line with DPSSA and EHWP Framework. Maintain a good relationship with OHS, EWP and other stakeholders.HR.

- ENQUIRIES** : Technical Enquiries: Dr. Magadze Tel No: (012) 734 7000
HR Enquiries MB Mentoor Tel No: (012) 734 7020
- APPLICATIONS** : Applications should be hand delivered to Cullinan Care and Rehabilitation Centre: Human Resource Department; Zonderwater Road; Cullinan or posted to Cullinan Care and Rehabilitation Centre; Human Resource; Private Bag X 1005, Cullinan; 1000.
- NOTE** : Application are required to submit a fully completed New form Z83 and a detailed Curriculum Vitae. Only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following Communication with HR. If you have not been contacted within three months. After the closing date, please accept that your application was unsuccessful. The recommended candidates may be subject to medical surveillance. The Gauteng Department of Health is guided by the principles of Employment Equity; therefore, all the appointment will be made in accordance with the Employment Equity target of the department. applications for employment must be fully completed, initiated, and signed by applicant, failure to complete will lead to disqualification during the selection process. Section A, B, C, D and F must be fully completed, and E and G should be ignored if the information is attached on the CV. Declaration must be signed. No e-mailed applications will be accepted.
- CLOSING DATE** : 27 October 2023, 12H00 pm (noon)
- POST 37/84** : **OPERATIONAL MANAGER: NURSING GENERAL GRADE 1 PNA5 REF NO: OPMANNURPNA5/SRH/10/23**
Directorate: Nursing Department
- SALARY CENTRE REQUIREMENTS** : R497 193 per annum, (plus benefits)
: South Rand Hospital
: Basic R425 qualification (diploma/degree in nursing) that allows registration with South African Nursing Council as a Professional Nurse. Up to date registered annually with SANC. A minimum of 7 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in general nursing. A qualification in Nursing Management will be an added advantage. Computer literacy training will be an added advantage.
- DUTIES** : Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practises and how this impact on service delivery. Ensure quality clinical nursing practice by the nursing team in accordance with the scope of practice, Ideal Hospital Framework and nursing standards. Promote professional and ethical behaviour of staff in the unit. Demonstrate basic understanding of HR, procurement, Financial and Labour Relations policies and practices. Demonstrate good problem-solving skills. Demonstrate effective communication with patients, supervisors and other health professionals. Work as part of a multidisciplinary team. Display a concern for patients, willingness to take part in supervisory duties, promoting, advocating and facilitating proper treatment and promote patient safety. Ensure that unit adheres to Batho Pele Principles and Ideal Hospital Framework realisation. Manage and redress complaints received effectively. Manage own work, time and that of colleagues to ensure proper nursing service in the unit. Display good supervisory and leadership skills. Demonstrate willingness to work shifts when there is a need. Ensure that Ideal Hospital Framework and Realization, Batho Pele Principles and Patient's Rights are upheld. Contributes to management of complaints and Patient Safety Incidents.

- ENQUIRIES** : Mrs E.K Kgomongwe Tel No: (011) 681 2008
- APPLICATIONS** : Applications must be hand delivered at South Rand District Hospital, Friars Hill Road, Rosettenville, 1st Floor application box, or emailed to Recruitment2.Soutrand@gauteng.gov.za
- NOTE** : Applications must be submitted on New Z83 form obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The completed and signed Z83 form should be accompanied by a recently updated CV specifying all experiences indicating the respective dates (DD/MM/YY) as well as indicating three references with the following information: name and contact numbers, email address and an indication of the capacity in which the reference is known to the candidate. The relevant reference must be quoted in the application form. Copies of your qualifications and Identity document do not need to be attached or certified upon application. Only shortlisted candidates will be required to submit certified copies of your qualifications and Identity documents on or before the interview date following communication from HR. In terms of the National Qualifications Framework Amendment Act 2019, it is an offence for any person to falsely or fraudulently claim to hold a qualification. Any person found to be misrepresenting their qualifications, work experience or facts in their CV will be disqualified. People with disabilities are encouraged to apply. The Hospital reserves a right to fill or not fill the post. Successful candidates will undergo a medical screening and will be expected to do verifications which entails reference checks, identity verification, qualifications verification, criminal records check as well as a credit/ financial stability checks.
- CLOSING DATE** : 27 October 2023
- POST 37/85** : **PROFESSIONAL NURSE (ADVANCED PSYCHIATRY NURSING SCIENCE) REF NO: EHD2023/10/09**
Directorate: Mental Health
- SALARY** : Grade 1: R431 265 – R497 193 per annum, (plus benefits)
Grade 2: R528 696 – R645 720 per annum, (plus benefits)
- CENTRE** : Ekurhuleni Health District
- REQUIREMENTS** : Grade 12 with Basic qualification accredited with the South African Nursing Council in terms of Government Notice R.425 (Diploma/Degree in Nursing) as a Professional Nurse or equivalent qualification that allows registration with SANC as a Professional. Post Basic Nursing Qualification with a duration of at least 1 year accredited with the SANC in terms of Government Notice R.212 in the relevant specialty (Post- Basic Psychiatry Nursing Science). A minimum of 4 years appropriate/ recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. Knowledge of mental health legislations and related legal and ethical practices, Gauteng Province Mental Health Strategy and Action Plan 2019- 2023, Norms and Standards for Licensing of Residential and/or Day Care Facilities for Persons with Mental Illness or Profound Intellectual Disability, Computer literate and Driver's License is essential, PFMA and Public Service Act and Regulations. Good communication, interpersonal, financial, and human resource management skills. Ability to work independently and in a multidisciplinary context. Analytical thinking, independent decision making and problem-solving skills. Able to plan and organize own work.
- DUTIES** : Train and support the NGOs in ensuring the provision of quality nursing care as directed by the NGO's Licensing standards, guidelines, and protocols. Manage the licensing of NGOs in accordance to current guidelines. Support, monitor and evaluate Mental Health NGOs' activities and programmes for compliance. Participate in the auditing of Substance Abuse treatment centres. Lead MDT members and make relevant decision in matters concerning patient care and Mental Health NGOs. Effective utilization of the NGCT human, material, and financial resources. Participation in training and mental health related research. Establish and maintain constructive working relationship with key stakeholders. Maintain professional growth/ethical standards and development of self and coworkers. Develop and submit reports and statistics as required. Participate in mental health promotion and prevention activities. Perform any other duties delegated by Supervisor.
- ENQUIRIES** : Mr T Moeketsi Tel No: (011) 876 1717
- APPLICATIONS** : Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 at Ground Floor or posted to The Human Resource Manager, Private Bag X1005, Germiston, 1400.

- NOTE** : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicant should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.
- CLOSING DATE** : 27 October 2023
- POST 37/86** : **PROFESSIONAL NURSE SPECIALTY: CHILD NURSING/PAEDIATRIC CRITICAL CARE REF NO: REFS/SEB/OCT/03 (X2 POSTS)**
Directorate: Nursing
- SALARY CENTRE REQUIREMENTS** : R431 265 – R497 193 per annum, (all-inclusive package)
: Sebokeng Hospital
: Grade 12 or equivalent. Basic R425 qualification (Diploma/degree in nursing) or equivalent that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Current registration with SANC as Professional Nurse. Post basic Nursing Qualification of the duration of 1 year, accredited and registered with SANC in Child nursing or Paediatric Critical Care nursing. Have a minimum of four (4) years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing.
- DUTIES** : Provision of high quality, holistic and specialized nursing care within applicable legislation and related legal and ethical nursing practices. Perform clinical nursing practice and promote quality nursing care in accordance with the scope of practice and nursing standards as determined by the institution. Work as part of multidisciplinary team to ensure good nursing care. Work effectively, amicably with persons of diverse intellectual, culture, racial or religious differences. Able to plan and organize own work and that of support of personnel to ensure proper nursing care. Provision of quality patient care through adherence to set standards, policies, and procedures. To provide more complex nursing care that leads to improved service delivery by upholding Batho-Pele Principles and Patient's Right Charter. Act as shift leader in Unit (when necessary). Effective utilization of resources. Participation in training and research. Maintenance of professional growth, ethical standards, and self-development. Must be prepared to work in allocated area due to service demands and work shifts as per allocation; this includes night shift, weekends, and public holidays.
- ENQUIRIES APPLICATIONS** : Mr. Sejeng S.J.K Tel No: (016) 930 3302
: Applications should be posted to Private Bag X058, Vanderbijlpark 1900 or hand delivered to Sebokeng Hospital, Human Resource Department, Moshoeshoe Street.
- NOTE** : Applications must be submitted on a new Z83 application for employment form as issued by the Minister for the Public Service and Administration in line with Regulation 10 of the Public Service Regulation, 2016, failure to do so will result in disqualification of the application. Z83 form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. In terms of DPSA circular no 19 of 2022, fully completed and signed Z83 form should be accompanied by a recent updated CV. No copies/certified copies/proof on application, only Z83 and CV. Only selected candidates will be required to submit certified copies of Identity Document, Qualifications, and other relevant documents to Human Resources unit before or on the day of the interview. Failure to submit all the requested documents will result in the

application not being considered. Communication will be limited to shortlisted candidates only. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The Department reserves the right not to make appointment(s) to the advertised post(s). Gauteng Department of Health is guided by the principles of Employment Equity Act; therefore, all the appointments will be made in accordance with the Employment Equity targets of the of the institution. People with disabilities are encouraged to apply. Selected candidates will be subjected to medical assessment.

- CLOSING DATE** : 03 November 2023
- POST 37/87** : **PROFESSIONAL NURSE SPECIALTY: OBSTETRICS AND GYNAECOLOGY REF NO: REFS/SEB/OCT/04 (X2 POSTS)**
Directorate: Nursing
- SALARY CENTRE REQUIREMENTS** : R431 265 – R497 193 per annum, (all-inclusive package)
Sebokeng Hospital
- REQUIREMENTS** : Basic qualification accredited with the SANC in terms of Government Notice 425 (diploma/ degree in nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse plus a post basic nursing qualification, with duration of at least 1 year, accredited with the SANC in terms of Government Notice No R212 in the relevant specialty. A minimum of 4 years appropriate/ recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing.
- DUTIES** : Provide quality Maternal and Neonatal nursing care services, ensure compliance to recommendations of saving mothers and babies. Implementation of EPI program, PPIP (Perinatal problem identification program) and EMTCT (Elimination of mother to child transmission of HIV) 118 guidelines. Promotion of MBFHI (Mother Baby Friendly Hospital Initiate). Ability to utilize resources effectively, staff development and PMDS. Ensure compliance to Ideal Hospital Realization Framework guideline, policies, regulations, protocols, guidelines, and SOP. Communication and Problem-solving skills and accurate data collection. To assist in planning/organizing and monitoring of the objectives of the specialized unit (Maternity Unit) in consultation with subordinates. To liaise and communicate with the multi-disciplinary team as well as other within the hospital e.g., during operational meetings with nursing supervisor and subordinates. Effective utilization of resources: Human Resources, material resources and budget Participation in training and research, Provision of Support to Nursing Services, to assist with the relief of duties of the supervisor and act as junior shift-leader on both day and night shift, to partake in overall specialized unit functions, i.e., team building, Maintain professional growth/ethical standards and self-development. Participate in preparation, attend maternal and morbidity meeting monthly. Provide in-service education in managing maternal and neonatal complications, including drills.
- ENQUIRIES APPLICATIONS** : Mr. Sejeng S.J.K Tel No: (016) 930 3302
Applications should be posted to Private Bag X058, Vanderbijlpark, 1900 or hand delivered to Sebokeng Hospital, Human Resource Department, Moshoeshoe Street.
- NOTE** : Applications must be submitted on a new Z83 application for employment form as issued by the Minister for the Public Service and Administration in line with Regulation 10 of the Public Service Regulation, 2016, failure to do so will result in disqualification of the application. Z83 form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. In terms of DPSA circular no 19 of 2022, fully completed and signed Z83 form should be accompanied by a recent updated CV. No copies/certified copies/proof on application, only Z83 and CV. Only selected candidates will be required to submit certified copies of Identity Document, Qualifications, and other relevant documents to Human Resources unit before or on the day of the interview. Failure to submit all the requested documents will result in the application not being considered. Communication will be limited to shortlisted candidates only. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The Department reserves the right not to make appointment(s) to the advertised post(s). Gauteng Department of Health is guided by the principles of Employment Equity Act; therefore, all the appointments will be made in accordance with the Employment Equity targets of the of the institution. People

		with disabilities are encouraged to apply. Selected candidates will be subjected to medical assessment.
<u>CLOSING DATE</u>	:	03 November 2023
<u>POST 37/88</u>	:	<u>PROFESSIONAL NURSE SPECIALTY: CRITICAL CARE NURSING REF NO: REFS/SEB/OCT/05 (X2 POSTS)</u> Directorate: Nursing
<u>SALARY</u>	:	R431 265 – R497 193 per annum, (all-inclusive package)
<u>CENTRE</u>	:	Sebokeng Hospital
<u>REQUIREMENTS</u>	:	Grade 12 or equivalent. Basic R425 qualification (Diploma/degree in nursing) or equivalent that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Current registration with SANC as Professional Nurse. Post basic Nursing Qualification of the duration of 1 year, accredited and registered with SANC in Critical Care nursing. Have a minimum of four (4) years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing.
<u>DUTIES</u>	:	Provision of high quality, holistic and specialized nursing care within applicable legislation and related legal and ethical nursing practices. Perform clinical nursing practice and promote quality nursing care in accordance with the scope of practice and nursing standards as determined by the institution. Work as part of multidisciplinary team to ensure good nursing care. Work effectively, amicably with persons of diverse intellectual, culture, racial or religious differences. Able to plan and organize own work and that of support of personnel to ensure proper nursing care. Provision of quality patient care through adherence to set standards, policies, and procedures. To provide more complex nursing care that leads to improved service delivery by upholding Batho-Pele Principles and Patient's Right Charter. Act as shift leader in Unit (when necessary). Effective utilization of resources. Participation in training and research. Maintenance of professional growth, ethical standards, and self-development. Must be prepared to work in allocated area due to service demands and work shifts as per allocation; this includes night shift, weekends, and public holidays.
<u>ENQUIRIES</u>	:	Mr. Sejeng S.J.K Tel No: (016) 930 3302
<u>APPLICATIONS</u>	:	Applications should be posted to Private Bag X058, Vanderbijlpark, 1900 or hand delivered to Sebokeng Hospital, Human Resource Department, Moshoeshoe Street.
<u>NOTE</u>	:	Applications must be submitted on a new Z83 application for employment form as issued by the Minister for the Public Service and Administration in line with Regulation 10 of the Public Service Regulation, 2016, failure to do so will result in disqualification of the application. Z83 form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents . In terms of DPSA circular no 19 of 2022, fully completed and signed Z83 form should be accompanied by a recent updated CV. No copies/certified copies/proof on application, only Z83 and CV. Only selected candidates will be required to submit certified copies of Identity Document, Qualifications, and other relevant documents to Human Resources unit before or on the day of the interview. Failure to submit all the requested documents will result in the application not being considered. Communication will be limited to shortlisted candidates only. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The Department reserves the right not to make appointment(s) to the advertised post(s). Gauteng Department of Health is guided by the principles of Employment Equity Act; therefore, all the appointments will be made in accordance with the Employment Equity targets of the of the institution. People with disabilities are encouraged to apply. Selected candidates will be subjected to medical assessment.
<u>CLOSING DATE</u>	:	03 November 2023
<u>POST 37/89</u>	:	<u>PROFESSIONAL NURSE SPECIALTY (PN-B1) PAEDIATRIC REF NO: JUB 24/2023</u> Directorate: Nursing Services
<u>SALARY</u>	:	R431 265 per annum
<u>CENTRE</u>	:	Jubilee District Hospital
<u>REQUIREMENTS</u>	:	Grade 12, Matric or Equivalent Basic R425 qualification (i.e., diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as

		a Professional Nurse. A post-basic nursing qualification, with a duration of at least 1 year in the Paediatric unit, accredited with the SANC in Paediatric. A minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing and Midwifery.
<u>DUTIES</u>	:	Render holistic specialized nursing care to patients as a member of the multi-disciplinary team. Train and supervise junior staff and students in the ward. Maintain accreditation standards and ensuring compliance with National Norms and Standards. Participate in staff development, training research and meetings in the ward and with the multi-disciplinary teams in service delivery. Maintain Infection Prevention and Control and staff and patient's safety. Generic competence: Demonstrate effective communication with patients, supervisors, and other clinicians, including report writing when required. Work as part of the multidisciplinary team to ensure good nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial, or religious differences. Able to plan and organise own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient's needs, requirements, and expectations (Batho Pele).
<u>ENQUIRIES</u>	:	Ms K.J Aphane Tel No: (012) 717 9300
<u>APPLICATIONS</u>	:	documents must be submitted to Jubilee District Hospital Human Resource Department Private Bag X449, Hammanskraal, 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital.
<u>NOTE</u>	:	The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.gov.za , and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate, and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. General information: Short-listed candidates must be available for interviews at a date and time determined by Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.
<u>CLOSING DATE</u>	:	27 October 2023 Time: 15H00
<u>POST 37/90</u>	:	<u>PROFESSIONAL NURSE SPECIALTY (PN-B1) ADVANCED MIDWIFE AND NEONATAL REF NO: JUB 22/2023 (X2 POSTS)</u> Directorate: Nursing Services
<u>SALARY</u>	:	R431 265 per annum
<u>CENTRE</u>	:	Jubilee District Hospital
<u>REQUIREMENTS</u>	:	Grade 12, Matric or Equivalent Basic R425 qualification (i.e., diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. A post-basic nursing qualification, with a duration of at least 1 year in Maternity, accredited with the SANC in Maternity. A minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing and Midwifery.
<u>DUTIES</u>	:	Render holistic specialized nursing care to patients as a member of the multi-disciplinary team. Train and supervise junior staff and students in the ward. Maintain accreditation standards and ensuring compliance with National Norms and Standards. Participate in staff development, training research and meetings in the ward and with the multi-disciplinary teams in service delivery. Maintain Infection Prevention and Control and staff and patient's safety. Generic competence: Demonstrate effective communication with patients, supervisors, and other clinicians, including report writing when required. Work as part of the multidisciplinary team to ensure good nursing care Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial, or religious differences. Able to plan and organise own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient's needs, requirements, and expectations (Batho Pele).
<u>ENQUIRIES</u>	:	Ms K.J Aphane Tel No: (012) 717 9300

<u>APPLICATIONS</u>	:	documents must be submitted to Jubilee District Hospital Human Resource Department Private Bag X449, Hammanskraal, 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital.
<u>NOTE</u>	:	The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za , and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate, and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. General information: Short-listed candidates must be available for interviews at a date and time determined by Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.
<u>CLOSING DATE</u>	:	27 October 2023, Time: 15H00
<u>POST 37/91</u>	:	<u>PROFESSIONAL NURSE SPECIALTY (PN-B1) CRITICAL CARE REF NO: JUB 21/2023</u> Directorate: Nursing Services
<u>SALARY</u>	:	R431 265 per annum
<u>CENTRE</u>	:	Jubilee District Hospital
<u>REQUIREMENTS</u>	:	Grade 12, Matric or Equivalent Basic R425 qualification (i.e., diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. A post-basic nursing qualification, with a duration of at least 1 year in the ICU, accredited with the SANC in Critical Care. A minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing and Midwifery.
<u>DUTIES</u>	:	Render holistic specialized nursing care to patients as a member of the multi-disciplinary team. Train and supervise junior staff and students in the ward. Maintain accreditation standards and ensuring compliance with National Norms and Standards. Participate in staff development, training research and meetings in the ward and with the multi-disciplinary teams in service delivery. Maintain Infection Prevention and Control and staff and patient's safety. Generic competence: Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Work as part of the multidisciplinary team to ensure good nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Able to plan and organise own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient's needs, requirements and expectations (Batho Pele).
<u>ENQUIRIES</u>	:	Ms K.J Aphane Tel No: (012) 717 9300
<u>APPLICATIONS</u>	:	documents must be submitted to Jubilee District Hospital Human Resource Department Private Bag X449, Hammanskraal, 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital.
<u>NOTE</u>	:	The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za , and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate, and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. General information: Short-listed candidates must be available for interviews at a date and time determined by Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.
<u>CLOSING DATE</u>	:	27 October 2023, Time: 15H00
<u>POST 37/92</u>	:	<u>PROFESSIONAL NURSE SPECIALTY (PN-B1) OPERATING THEATRE REF NO: JUB 23/2023 (X4 POSTS)</u> Directorate: Nursing Services
<u>SALARY</u>	:	R431 265 per annum

<u>CENTRE REQUIREMENTS</u>	:	Jubilee District Hospital
	:	Grade 12, Matric or Equivalent Basic R425 qualification (i.e., diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. A post-basic nursing qualification, with a duration of at least 1 year in Operating Theatre, accredited with the SANC in Operating Theatre. A minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing and Midwifery.
<u>DUTIES</u>	:	Render holistic specialized nursing care to patients as a member of the multi-disciplinary team. Train and supervise junior staff and students in the ward. Maintain accreditation standards and ensuring compliance with National Norms and Standards. Participate in staff development, training research and meetings in the ward and with the multi-disciplinary teams in service delivery. Maintain Infection Prevention and Control and staff and patient's safety. Generic competence: Demonstrate effective communication with patients, supervisors, and other clinicians, including report writing when required. Work as part of the multidisciplinary team to ensure good nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial, or religious differences. Able to plan and organise own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient's needs, requirements, and expectations (Batho Pele).
<u>ENQUIRIES APPLICATIONS</u>	:	Ms K.J Aphane Tel No: (012) 717 9300
	:	documents must be submitted to Jubilee District Hospital Human Resource Department Private Bag X449, Hammanskraal, 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital.
<u>NOTE</u>	:	The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.gov.za , and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate, and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. General information: Short-listed candidates must be available for interviews at a date and time determined by Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.
<u>CLOSING DATE</u>	:	27 October 2023, Time: 15H00
<u>POST 37/93</u>	:	<u>PROFESSIONAL NURSE SPECIALTY PNB-1 THEATRE REF NO: 2023/10/THEA/HJH (X4 POSTS)</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R431 265 per annum, plus benefits
	:	Helen Joseph Hospital
	:	A Basic R425 qualification accredited by SANC (i.e, diploma/ degree in nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse. Registration with the SANC as Professional Nurse. A post-basic nursing qualification with duration of at least one (1) year, accredited with the SANC in the relevant specialty. A minimum of 4 years' appropriate/ recognizable experience in Nursing after registration as Professional Nurse with the SANC in General Nursing.
<u>DUTIES</u>	:	Ensure effective communication within the Unit. Ensure effective commutation and smooth running within the unit. Develop policies and protocols for the unit. Knowledge of unit equipment usage and management thereof. Ensure optima specific nursing care is maintained. Lead when there is a disaster (internal and external). Be able to apply and implement procedures as per scope of practice. Manage and deal with difficult stakeholders. Supervision and control of all material resources and manage cost. Strict control of equipment and budget of department. Liaise with hospital management regarding complex issues. Maintain and respect the hospital brand statement, vision, and mission in all interactions. Create customer friendly environment. Maintain sound relations with all stakeholders and team within the department. Ensure optimal utilizations of personnel in the unit. Ability to deal with conflicts and knowledge of DoH policies. Ensure and have knowledge Ideal Hospital Realization Standards. Manage PMDS of subordinates. Management of complaints.

ENQUIRIES APPLICATIONS : Ms. T.G Baloyi Tel No: (011) 489 0896
: Applications must be submitted at Helen Joseph Hospital, No. 1 Perth Road Auckland Park, Johannesburg. (There is an application box at hospital entrance – ask Security Officers on duty for assistance). Alternatively, applications can be posted to Helen Joseph Hospital Private Bag X 47, Auckland Park, 2006.

FOR ATTENTION NOTE : Human resources department.
: Applications must be submitted on a New Version of Z83 Form, obtainable from any Public Service Department or on www.dpsa.gov.za/documents. The completed and signed form should be accompanied by a recently updated CV (No copies/qualifications/proof, only Z83 and CV submitted on application). The communication from HR department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore, only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following communication from HR. Successful candidates will be subjected to OHS medical surveillance as required by HBA regulations within the OHS Act 85 of 1993, reference check and verification of qualifications will be conducted. The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know. Helen Joseph Hospital is committed to the pursuit of diversity, redress and will promote representation in terms of race, disability and gender. The Institutional Employment Equity Plan will be considered in the process of filling the posts.

CLOSING DATE : 27 October 2023 by 12h00 (Noon)

POST 37/94 : **PROFESSIONAL NURSE SPECIALTY PNB-1 NEPHROLOGY/ RENAL REF NO: 2023/10/NEPH/HJH (X3 POSTS)**

SALARY CENTRE REQUIREMENTS : R431 265 per annum, plus benefits
: Helen Joseph Hospital
: A Basic R425 qualification accredited by SANC (i.e, diploma/ degree in nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse. Registration with the SANC as Professional Nurse. A post-basic nursing qualification with duration of at least one (1) year, accredited with the SANC in the relevant specialty. A minimum of 4 years' appropriate/ recognizable experience in Nursing after registration as Professional Nurse with the SANC in General Nursing.

DUTIES : Ensure effective communication within the Unit. Ensure effective commutation and smooth running within the unit. Develop policies and protocols for the unit. Knowledge of unit equipment usage and management thereof. Ensure optima specific nursing care is maintained. Lead when there is a disaster (internal and external). Be able to apply and implement procedures as per scope of practice. Manage and deal with difficult stakeholders. Supervision and control of all material resources and manage cost. Strict control of equipment and budget of department. Liaise with hospital management regarding complex issues. Maintain and respect the hospital brand statement, vision, and mission in all interactions. Create customer friendly environment. Maintain sound relations with all stakeholders and team within the department. Ensure optimal utilizations of personnel in the unit. Ability to deal with conflicts and knowledge of DoH policies. Ensure and have knowledge Ideal Hospital Realization Standards. Manage PMDS of subordinates. Management of complaints.

ENQUIRIES APPLICATIONS : Ms. T.G Baloyi Tel No: (011) 489 0896
: Applications must be submitted at Helen Joseph Hospital, No. 1 Perth Road Auckland Park, Johannesburg. (There is an application box at hospital entrance – ask Security Officers on duty for assistance). Alternatively, applications can be posted to Helen Joseph Hospital Private Bag X 47, Auckland Park, 2006

FOR ATTENTION NOTE : Human resources department
: Applications must be submitted on a New Version of Z83 Form, obtainable from any Public Service Department or on www.dpsa.gov.za/documents. The completed and signed form should be accompanied by a recently updated cv.(No copies/qualifications/proof, only Z83 and CV submitted on application). The communication from HR department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore, only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following communication from HR. Successful candidates will be subjected to OHS medical surveillance as

required by HBA regulations within the OHS Act 85 of 1993, reference check and verification of qualifications will be conducted. The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know. Helen Joseph Hospital is committed to the pursuit of diversity, redress and will promote representation in terms of race, disability and gender. The Institutional Employment Equity Plan will be considered in the process of filling the posts.

- CLOSING DATE** : 27 October 2023 by 12H00 (noon)
- POST 37/95** : **PROFESSIONAL NURSE SPECIALTY PNB-1 ICU REF NO: 2023/10/ICU/HJH (X4 POSTS)**
- SALARY CENTRE REQUIREMENTS** : R431 265 per annum, plus benefits
: Helen Joseph Hospital
: A Basic R425 qualification accredited by SANC (i.e, diploma/ degree in nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse. Registration with the SANC as Professional Nurse. A post-basic nursing qualification with duration of at least one (1) year, accredited with the SANC in the relevant specialty. A minimum of 4 years' appropriate/ recognizable experience in Nursing after registration as Professional Nurse with the SANC in General Nursing.
- DUTIES** : Ensure effective communication within the Unit. Ensure effective commutation and smooth running within the unit. Develop policies and protocols for the unit. Knowledge of unit equipment usage and management thereof. Ensure optima specific nursing care is maintained. Lead when there is a disaster (internal and external). Be able to apply and implement procedures as per scope of practice. Manage and deal with difficult stakeholders. Supervision and control of all material resources and manage cost. Strict control of equipment and budget of department. Liaise with hospital management regarding complex issues. Maintain and respect the hospital brand statement, vision, and mission in all interactions. Create customer friendly environment. Maintain sound relations with all stakeholders and team within the department. Ensure optimal utilizations of personnel in the unit. Ability to deal with conflicts and knowledge of DoH policies. Ensure and have knowledge Ideal Hospital Realization Standards. Manage PMDS of subordinates. Management of complaints.
- ENQUIRIES APPLICATIONS** : Ms. T.G Baloyi Tel No: (011) 489 0896
: Applications must be submitted at Helen Joseph Hospital, No. 1 Perth Road Auckland Park, Johannesburg. (There is an application box at hospital entrance – ask Security Officers on duty for assistance). Alternatively, applications can be posted to Helen Joseph Hospital Private Bag X47, Auckland Park, 2006
- FOR ATTENTION NOTE** : Human Resources Department
: Applications must be submitted on a New Version of Z83 Form, obtainable from any Public Service Department or on www.dpsa.gov.za/documents. The completed and signed form should be accompanied by a recently updated CV (No copies/qualifications/proof, only Z83 and CV submitted on application). The communication from HR department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore, only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following communication from HR. Successful candidates will be subjected to OHS medical surveillance as required by HBA regulations within the OHS Act 85 of 1993, reference check and verification of qualifications will be conducted. The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know. Helen Joseph Hospital is committed to the pursuit of diversity, redress and will promote representation in terms of race, disability and gender. The Institutional Employment Equity Plan will be considered in the process of filling the posts.
- CLOSING DATE** : 27 October 2023 by 12H00 (noon)
- POST 37/96** : **PROFESSIONAL NURSE SPECIALTY PNB-1 PSYCHIATRY REF NO: 2023/10/PSYCH/HJH (X2 POSTS)**
- SALARY CENTRE REQUIREMENTS** : R431 265 per annum, plus benefits
: Helen Joseph Hospital
: A Basic R425 qualification (i.e. diploma/ degree in nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse.

<u>DUTIES</u>	:	Registration with the SANC as Professional Nurse and proof of current registration. A post-basic nursing qualification with duration of at least one (1) year, accredited with the SANC in Psychiatry. A minimum of 4 years' appropriate/ recognizable experience in Nursing after registration as a Professional Nurse with the SANC in General Nursing.
	:	Ensure that a therapeutic environment is provided for the patients, staff and public. Provide comprehensive, quality nursing care as a member of the multi-disciplinary team, according to identified needs of the patients. These activities include the following: Holistic and comprehensive assessment of voluntary admission assisted care, emergency mental health care admissions, 72 hours assessment of involuntary mental health care users, as well as further care treatment and rehabilitation of mental health care users in an acute psychiatric unit according to the Mental Health Care Act of 2002. Identify patients' needs and formulates, implement, and evaluate nursing care interventions that are patient specific. Identification of risk and implementation of preventive measures timeously, e.g., Sedated, suicidal, violent, and aggressive patients. Formulate and participate in ward individual and group activities following a structured ward programme in consultation with other members of the of the multi-disciplinary team members. Ensure that psychotropic medication and other treatment are ordered, administered, and controlled according to the Medicine and Related Substance Act. Monitor the compliance, effectiveness and side effects of medication and advocate for patients in cases of ineffective treatments. Delegate and supervise ward activities. Ensure the continuity of patient care is maintained through nursing care rounds and hand over. Ensure adequate record keeping is maintained. Provide support, counseling and crisis interventions when needed. Manage the department efficiently and cost effectively. Manage PMDS of subordinates. Management of complaints. Good communication skills, verbal and written, understanding of Ideal Hospital Realization and Maintenance framework, able to work under pressure.
<u>ENQUIRIES</u>	:	Ms. T.G Baloyi Tel No: (011) 489 0896
<u>APPLICATIONS</u>	:	Applications must be submitted at Helen Joseph Hospital, No. 1 Perth Road Auckland Park, Johannesburg. (There is an application box at hospital entrance – ask Security Officers on duty for assistance). Alternatively, applications can be posted to Helen Joseph Hospital Private Bag X47, Auckland Park, 2006.
<u>FOR ATTENTION</u>	:	Human Resources Department
<u>NOTE</u>	:	Applications must be submitted on a New Version of Z83 Form, obtainable from any Public Service Department or on www.dpsa.gov.za/documents . The completed and signed form should be accompanied by a recently updated cv. (No copies/qualifications/proof, only Z83 and CV submitted on application). The communication from HR department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore, only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following communication from HR. Successful candidates will be subjected to OHS medical surveillance as required by HBA regulations within the OHS Act 85 of 1993, reference check and verification of qualifications will be conducted. The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know. Helen Joseph Hospital is committed to the pursuit of diversity, redress and will promote representation in terms of race, disability and gender. The Institutional Employment Equity Plan will be considered in the process of filling the posts.
<u>CLOSING DATE</u>	:	27 October 2023 by 12H00 (noon)
<u>POST 37/97</u>	:	<u>PROFESSIONAL NURSE SPECIALTY GRADE 1 PN-B1 (THEATRE) REF NO: PROFNURPNB1/SRH/10/23</u> Directorate: Nursing Department
<u>SALARY</u>	:	R431 265 per annum, (plus benefits)
<u>CENTRE</u>	:	South Rand Hospital
<u>REQUIREMENTS</u>	:	Basic R425 qualification (i.e. Diploma/Degree in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse. Current registration with SANC. A post basic qualification with duration of at least One year accredited with SANC in Theatre Nursing Science. A minimum of 4 years appropriate/recognizable experience in nursing after registration as a professional nurse with the SANC in general nursing.

- DUTIES** : Demonstrate an understanding of nursing legislation and related legal and ethical nursing practice. Perform clinical nursing practice in accordance with the scope of practice and nursing standards of the required Speciality. Work as part of a multidisciplinary team to ensure good nursing care or outcomes. Work as a team leader in the department. Effective communication with patients, supervisors and clinicians. Able to plan and organise own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating relevant treatment and care including awareness and willingness to respond to patient's needs, requirements and expectations. Willing to work shifts including night duty and over weekends. Knowledgeable in aspects of Ideal Hospital, Complaints Management and management of Patient Safety Incidents. Willing to attend in service trainings. Ensure that Ideal Hospital Framework and Realization, Batho Pele Principles and Patient's Rights are upheld.
- ENQUIRIES** : Mrs E.K Kgomongwe Tel No: (011) 681 2008
- APPLICATIONS** : Applications must be hand delivered at South Rand District Hospital, Friars Hill Road, Rosettenville, 1st Floor application box, or emailed to Recruitment3.Soutrand@gauteng.gov.za
- NOTE** : Applications must be submitted on New Z83 form obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The completed and signed Z83 form should be accompanied by a recently updated CV specifying all experiences indicating the respective dates (DD/MM/YY) as well as indicating three references with the following information: name and contact numbers, email address and an indication of the capacity in which the reference is known to the candidate. The relevant reference must be quoted in the application form. Copies of your qualifications and Identity document do not need to be attached or certified upon application. Only shortlisted candidates will be required to submit certified copies of your qualifications and Identity documents on or before the interview date following communication from HR. In terms of the National Qualifications Framework Amendment Act 2019, it is an offence for any person to falsely or fraudulently claim to hold a qualification. Any person found to be misrepresenting their qualifications, work experience or facts in their CV will be disqualified. People with disabilities are encouraged to apply. The Hospital reserves a right to fill or not fill the post. Successful candidates will undergo a medical screening and will be expected to do verifications which entails reference checks, identity verification, qualifications verification, criminal records check as well as a credit/ financial stability checks.
- CLOSING DATE** : 27 October 2023
- POST 37/98** : **PROFESSIONAL NURSE (SPECIALTY – PSYCHIATRY DAY AND NIGHT)**
REF NO: HRM: 18/23 (X1 POST)
Directorate: Nursing
- SALARY** : R431 265 – R497 193 per annum, (plus benefits)
- CENTRE** : Sterkfontein Hospital
- REQUIREMENTS** : Grade 12, Basic R425 qualification (i.e. diploma/ degree in nursing) or equivalent qualification that allows registration with the SANC as a professional nurse. Must have a post- basic nursing qualification in Psychiatric Nursing Science, with a duration of at least one (1) year, accredited with SANC or Degree in Advanced Psychiatric Nursing. A minimum of 4 years appropriate/ recognizable experience in nursing after registration as a professional nurse with SANC in general nursing. Good communication, interpersonal skills collaborative, creative, innovative and emotional intelligence skills. Computer literacy, Driver's license and experience in Psychiatry will be an added advantage.
- DUTIES** : Provision of comprehensive/ complex/ advanced nursing treatment and care to nursing services within the designated speciality unit, in a cost effective, efficient and equitable manner. Manage crisis, be able to manage complex problems. Implement advanced psychiatric nursing rehabilitative therapeutic programs. Will be a shift leader that is responsible for planning, organizing, coordinating and supervising whilst ensuring that all quality patient care standards are implemented. Promoting professionalism and leading by example at all times. Demonstrate effective communication with patients, supervisors and other clinicians including report-writing when required. Understanding and implementation of the nursing legislation including nursing strategy, ethical nursing practices and Ideal hospital framework. Manage

Patients Safety Incidents and staff Incidents. Knowledge of Batho-Pele principles, Patient's right charter. Should possess proven Change Management, Presentation and Leadership skills. Expected to serve in Hospital Committees to achieve Hospital goals and act in the capacity of Operational Manager when delegated to do so.

- ENQUIRIES** : Ms. M.M. Sono Tel No: (011) 951 8202
- APPLICATIONS** : Sterkfontein Hospital, Private Bag X2010, Krugersdorp, 1740, or hand delivered to the application box at the entrance, Monday to Friday from 7:30 to 15:30.
- NOTE** : Application must be submitted on a fully completed new format Z83 accompanied by a detailed curriculum vitae with at least two contactable references. The Department of Health is committed to the achievement and maintenance of diversity and equity employment especially of race, gender and disability. Failure to submit all the requested documents will result in the application not being considered. (Only shortlisted candidates will submit certified copies). If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidate will be subjected to personnel suitability checks (PSC) verification (reference checks – provide at least 3 of which one must be your immediate supervisor, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification), the recommended candidate may be subjected to medical surveillance as required by Occupational Health and Safety Act 5/1993. Sterkfontein hospital reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the posts.
- CLOSING DATE** : 27 October 2023, Time: 12h00
- POST 37/99** : **ASSISTANT DIRECTOR: SUPPLY CHAIN MANAGEMENT REF NO: JUB 29/2023**
Directorate: Supply Chain Management
Those who applied before are requested to re-apply.
- SALARY** : R424 104 per annum, (plus benefits)
- CENTRE** : Jubilee District Hospital
- REQUIREMENTS** : The Applicant should be in possession of Grade 12 and appropriate three-year National Diploma (NQF Level 6) or bachelor's degree (NQF Level 7) in Supply Chain Management, Public Management, Public Administration, Logistic Management or with five (5) years relevant experience of which three (3) years should be on salary level 7/8 in all the elements of Supply Chain Management. The applicant should have in-depth knowledge of government and departmental policies, prescribed Rules and Regulations that governs SCM. S/he must have knowledge of financial policies as guided by Public Finance Management Act and Treasury Regulations supply chain management Framework and a clear understanding of processes and procedures involved in the daily running of the different elements of supply chain management. S/he must have good interpersonal relationship, leadership, and communication skills. Must be able to read and write reports regarding progressive performance of the units. The Applicant must have knowledge of financial matters, human resource issues, quality management as well as risk management. The incumbent must be able to plan and organize. Must be innovative and able to work under pressure. Must possess negotiation skills and be able to analyse and interpret policies. Ability to work independently without close supervision and to multitask. The incumbent should be self-driven, creative, flexible, and highly motivated. Excellent co-ordination skills. Willingness to work irregular hours and to travel when required. Proven report writing and presentation skills. Proven computer literacy. Knowledge of SAP-SRM and reconciliation of Procurement system with payment system (BAS).
- DUTIES** : The successful candidate will be reporting to the office of the CEO and will be responsible for the management of the following elements of Supply Chain Demand Management – Ensuring availability of Demand plan as well as Procurement plan. Processing of RLS01 and VA2 requests of the whole Institution. Researching of market related prices for buy-out items. Acquisition Management – Sourcing of Quotation Adjudication Committee for approval. Logistics management – Creation of shopping cards. Expediting of creation of purchase orders from HPC. Ensuring availability of stock all the time. Ensuring prompt and accurate posting of transactions of the ledger cards. Deliveries of

stock to end users are timeously executed. GRV's are captured within the specified time by department. Management of 0 – 9 files. Management of commitments. Clearing of web cycles. Asset Management – Ensuring that state property is taken care of. Maintenance of assets registers. Barcoding of Assets. Verification of Assets. Disposal Management – Ensuring that goods are disposed in a manner that is prescribed by the departmental regulations. Compile relevant reports relating to bids, RFQ's, contracts and operating leases as per departmental standards. Others – Human Resource Management, provide general office support, attend to Auditor general findings and recommendations and queries raise by end users.

- ENQUIRIES** : Ms D.V Mthethwa Tel No: (012) 717 9301
- APPLICATIONS** : documents must be submitted to Jubilee District Hospital Human Resource Department Private Bag X449, Hammanskraal, 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital.
- NOTE** : The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate, and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. General information: Short-listed candidates must be available for interviews at a date and time determined by Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.
- CLOSING DATE** : 27 October 2023, Time: 15H00
- POST 37/100** : **OCCUPATIONAL THERAPIST GRADE 1 REF NO: CCRC/OT/10/2023**
Directorate: Therapeutic and Medical Support Services
- SALARY** : R359 622 per annum, (plus benefits)
- CENTRE** : Cullinan Care and Rehabilitation Centre (CCRC)
- REQUIREMENTS** : Degree in Occupational Therapy or an appropriate qualification that allows for the required registration with the Health profession council of South Africa (HPCSA) in the relevant profession. Completion of community service and registration with HPCSA in Occupational Therapy. Planning, Filling and organizing skills, good communication skills (written and verbal). Knowledge of public service legislations, policies, procedures and other related health policies. Knowledge of PFMA and related legal frameworks. Experience in neurology, psychiatry and disability. Computer literacy and Valid Driver's license.
- DUTIES** : Plan, coordinate and implement Occupational Therapy Services. Provide leadership, expert advice on complicated clinical conditions. Supervising OTA/OTT and Community Service OTs. Participate in professional development activities. Implementing of effective record keeping, accurate statistics collection and analysis. Ensure compliance with quality assurance standards.
- ENQUIRIES** : Technical Enquiries: Mr. SMG Mabe Tel No: (012) 734 7000, ext: 246
HR Enquiries: MB Mentoor Tel No: (012) 734 7020
- APPLICATIONS** : Applications should be hand delivered to Cullinan Care and Rehabilitation Centre: Human Resource Department; Zonderwater Road; Cullinan or posted to Cullinan Care and Rehabilitation Centre; Human Resource; Private Bag X1005, Cullinan; 1000.
- NOTE** : Application are required to submit a fully completed New form Z83 and a detailed Curriculum Vitae. Only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following Communication with HR. If you have not been contacted within three months. After the closing date, please accept that your application was unsuccessful. The recommended candidates may be subject to medical surveillance. The Gauteng Department of Health is guided by the principles of Employment Equity; therefore, all the appointment will be made in accordance with the Employment Equity target of the department. applications for employment must be fully completed, initiated, and signed by applicant, failure to complete will lead to disqualification during the selection process. Section A, B, C, D and F must be fully completed, and E and G should be ignored if

the information is attached on the CV. Declaration must be signed. No e-mailed applications will be accepted.

CLOSING DATE : 27 October 2023, 12H00 pm (noon)

POST 37/101 : **DIAGNOSTIC RADIOGRAPHER GRADE 1 REF NO: JUB 25/2023**
Directorate: Therapeutics & Medical Support Services

SALARY : R359 622 per annum
CENTRE : Jubilee District Hospital
REQUIREMENTS : National Diploma/Degree in Diagnostic Radiography. Appropriate qualification that allows registration with the Health Professional Council of South Africa (HPCSA) in Radiography. Current registration with HPCSA for 2022/2023. Experience in Digital Radiography. Knowledge of relevant public service regulations, legislations, policies, acts, and procedures. Computer literacy (MS Word, Ms Excel and Power point) with good communication skills. Compliance with Radiographic Quality Assurance, Health Safety, and infection Control principles. Ability to work as a member of multidisciplinary team. Demonstrates effective interpersonal skills, strategic planning, and organizational skills. Experience in CT-scan will be added advantage.

DUTIES : Provide a 24 - hour radiographic services attending to all modalities including general radiography, mobile radiography, fluoroscopy radiography and CT scan procedures. Service provision in keeping up with Batho-Pele principles and Patients' Rights. Ensure compliance with SAHPRA regulations and take part on the routine QC tests on all licenced equipment. Supervision of community Service radiographers and training of students. Carry out duties delegated by the supervisor. Must be a team player within the department and the institution by attending MDT meetings, ward rounds and relevant internal and external meetings. Work with the MDT to facilitate further care. Compile the monthly Radiology statistics and sign performance contract on an annual basis including biannual assessments/reviews. Perform all administrative functions required by the job. Ensure continuous professional development.

ENQUIRIES : Mr MP Madavha Tel No: (012) 717 9382
APPLICATIONS : documents must be submitted to Jubilee District Hospital Human Resource Department, Private Bag X449, Hammanskraal, 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital.

NOTE : The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. General information: Short-listed candidates must be available for interviews at a date and time determined by Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.

CLOSING DATE : 27 October 2023, Time: 15H00

POST 37/102 : **MEDICAL TECHNOLOGIST (GRADE 1-3) REF NO: JUB 28/2023**
Directorate: Medical Support Services

SALARY : Grade 1: R359 622 per annum
Grade 2: R420 015 per annum
Grade 3: R491 676 per annum

CENTRE : Jubilee District Hospital
REQUIREMENTS : National Diploma in Medical Technology/Degree in Biotechnology or equivalent qualification that allows registration with the HPCSA as a Medical Technologist. Current registration with the HPCSA. **Grade 1:** No experience after registration, **Grade 2:** 10 years' experience after registration and **Grade 3:** 20 years' experience after registration, and **Grade 3:** 20 years' experience after registration with HPCSA as a Medical Technologist. Three (3) to six (6) years post qualification and experience in diagnostic Laboratory processes and procedures. Assertiveness: Good interpersonal skills. Basic understanding of financial matters. General management, communication, presentation, analytic and computer skills. Ability to generate reports in excel.

- DUTIES** : Assist in reducing Laboratory and SANBS expenditure. Screening of laboratory, blood and blood products requested to minimise inefficiencies. Assisting in aligning NHLS & SANBS accounts to the facility units/wards cost centres. Monthly verification of both NHLS and SANBS invoices. Provide hospital management with monthly trend analysis reports on laboratory, blood, and blood product usage. Intercept tests where insufficient data has been supplied on request forms. Facilitate regular uploading clinician's details onto the NHLS Laboratory information system. Arrange training on Laboratory and SANBS- related matters. Ensure the availability of POCT in the hospital. Assist in the maintenance of the blood gas machines and the SANBS emergency fridge. Compiling and reporting monthly electronic gatekeeping (EGK) savings.
- ENQUIRIES APPLICATIONS** : Dr OB Modise Tel No: (012) 717 9338
: documents must be submitted to Jubilee District Hospital Human Resource Department Private Bag X449, Hammanskraal, 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital.
- NOTE** : The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. General information: Short-listed candidates must be available for interviews at a date and time determined by Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.
- CLOSING DATE** : 27 October 2023, Time: 15H00
- POST 37/103** : **SOCIAL WORKER GRADE 1 REF NO: JUB 27/2023**
Directorate: Therapeutics & Medical Support Services
- SALARY CENTRE REQUIREMENTS** : R294 411 per annum
: Jubilee District Hospital
: The official must have completed Grade 12 with formal tertiary qualification in social work e.g., Bachelor/Diploma with honours of Social Work that allows professional registration with the SACSSP. Must have a valid driver's licence. Must be computer literate with good communication skills and have a good report writing skills. Must demonstrate an understanding of Social Work legislation and related policies. Be able to work within a Social Work team and the hospital multidisciplinary team.
- DUTIES** : Render effective Social Work services in the hospital environment with special application of policies and procedures relating to mother and child protection services and other generic patient care services. Conduct bio- psychosocial assessments aimed at identifying conditions in individuals, groups, families, and communities that justify relevant internal and external meetings. Work with the MDT to facilitate further care, treatment, and rehabilitation placements processes. Write professional reports, do home visits investigations, complete monthly statistics and sign performance contract on an annual basis including biannual assessments/reviews. Ensure adherence to policies and government protocols. Ensure continuous professional development. Be willing to work under pressure within specific turnaround times.
- ENQUIRIES APPLICATIONS** : Mr MP Madavha Tel No: (012) 717 9382
: documents must be submitted to Jubilee District Hospital Human Resource Department Private Bag X449, Hammanskraal, 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital.
- NOTE** : The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. General information: Short-listed candidates must be available for interviews at a date and time determined by Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this

institution within three months of the closing date, please consider your application unsuccessful.

CLOSING DATE : 27 October 2023, Time: 15H00

POST 37/104 : **FINANCE CONTROLLER REVENUE REF NO: HRM/2023/75**
Directorate: Finance

SALARY CENTRE REQUIREMENTS : R294 321 - R343 815 per annum (Level 07), (plus benefits)
Mamelodi Regional Hospital
Grade 12 plus five years' experience in revenue management or Bachelor degree or Diploma in Finance or equivalent plus two years' experience in revenue management. Knowledge of Microsoft package. Communication skills. Ability to meet deadlines. Good interpersonal relations. Knowledge of BAS and HIS is a requirement.

DUTIES : Supervision and monitoring of Revenue section to be able to achieve the sectional objectives and revenue target. Daily checking of cash collections with the Chief Cashier for banking. Monthly review of revenue reconciliations reports and submission to Finance Manager / Head Office for review. Review of bills raised for H2, H3, PF and external funders. Ensure that payments made by external funders are correctly allocated to patients account. Ensure that petty cash is continuously replenished and available. Ensure that hospital debtors are followed up as per circular 27 of 2020. Keep and maintain leave record of revenue department.

ENQUIRIES APPLICATIONS : Mr. P.R. Pooch Tel No: (012) 841 8329
Applications must be submitted to: Mamelodi Regional Hospital, Human Resource Department, Private Bag X0032, Rethabile, 0122, hand delivery to: Human Resource, 19472 CNR Tsamaya Avenue and Serapeng Street, Mamelodi Regional Hospital.

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

CLOSING DATE : 27 October 2023

POST 37/105 : **PROFESSIONAL NURSE GRADE 1,2 AND 3 REF NO: JUB 20/2023**
Directorate: nursing services

SALARY CENTRE REQUIREMENTS : R293 670 - R521 172 per annum
Jubilee District Hospital
Grade 1: A Basic R425 (i.e., Degree/Diploma in nursing) or equivalent NQF 6 qualification that allows registration with the SANC as a professional nurse with proof of registration. A post-basic nursing qualification, with a duration of at least 1 year, accredited with SANC in one of the specialties referred to in the glossary of terms. A minimum of 4 years appropriate experience in nursing after registration as Professional Nurse with SANC in general nursing. Experience in General Nursing care process and procedures, quality assurance, patient experience of care, patients' safety, infection control, and relevant legal frameworks e.g., National core standards. Knowledge and insight into the relevant legal framework such as the nursing act, scope of practice, and basic knowledge of the Labour Relations Act. Understanding of Public Service Regulations. Good ethical practices, caring attitude, quality patient care, multi-cultural, nursing advocacy, first aid, patient support, communication, planning, organizational, conflict and personnel management as well as administrative skills.

DUTIES : Render holistic specialized nursing care to patients as a member of the multi-disciplinary team. Train and supervise junior staff and students in the ward. Maintain accreditation standards and ensuring compliance with National Norms and Standards. Participate in staff development, training research and

meetings in the ward and with the multi-disciplinary teams in service delivery. Maintain Infection Prevention Control and staff and patient's safety. Generic competence: Demonstrate effective communication with patients, supervisors, and other clinicians, including report writing when required. Work as part of the multidisciplinary team to ensure good nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial, or religious differences. Able to plan and organise own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient's needs, requirements, and expectations (Batho Pele).

- ENQUIRIES** : Ms K.J Aphane Tel No: (012) 717 9300
- APPLICATIONS** : documents must be submitted to Jubilee District Hospital Human Resource Department Private Bag X449, Hammanskraal, 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital.
- NOTE** : The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate, and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. General information: Short-listed candidates must be available for interviews at a date and time determined by Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.
- CLOSING DATE** : 27 October 2023 Time:15H00
- POST 37/106** : **PROFESSIONAL NURSE (GENERAL) REF NO: TDH2023/06**
Directorate: Nursing Department
- SALARY** : Grade 1: R293 670 – R337 860 per annum, (including benefits)
Grade 2: R358 626 – R409 275 per annum, (including benefits)
Grade 3: R431 265 – R521 172 per annum, (including benefits)
- CENTRE** : Tshwane District Hospital
- REQUIREMENTS** : Basic qualification accredited with the SANC in terms of Government Notice 425 (i.e: Diploma/Degree in nursing) or equivalent qualification with the SANC as a Professional Nurse. Registration as a Professional Nurse after post 125 Community Service. Current (2023) SANC license to practice. Basic Midwifery will be an added advantage. Must be prepared to work shifts including night duty, weekends, and public holidays.
- DUTIES** : Implement a comprehensive nursing care plan/program for the promotion of health, self-care, treatment, and rehabilitation of patients. Administer treatment plan of common or minor primary health conditions presented at primary care facilities in accordance with prescribed norms and standards, guidelines and treat conditions of patients as prescribed. Screen health problems and diseases in accordance with prescribed norms and standards. Maintain a therapeutic relationship and environment in which health care can be provided optimally and safely. Create and maintain a complete and accurate nursing record for individual health care users. Audit clinical records by analysing data. Implement standards, practices, criteria, and indicators for quality nursing. Assist in the development of nursing and improvement of standards of care through research. Create an environment and learning opportunities that foster professional growth and improvement in nursing and health care. Actively engage in the education and training of students in the health care system. Develop and document interventions and progress of patients to facilitate continuity of care. Participate in the formulation and review of nursing interventions through comprehensive and on-going assessment. Practice nursing and health care in accordance with the laws and regulations relevant to nursing and health care. Maintain a professional and ethical practice as well as an enabling environment for ethical practice. Protect and advocate rights of patients regarding health care. Compliance and adherence to the relevant acts/prescripts applicable within the nursing environment. Apply the principles of nursing care in service rendering, for the maintenance of professional excellence. Implement nursing care management activities according to the Standards of Practice and Scope of Practice. Maintain a

		constructive working relationship with nursing and other stakeholders. Utilize human, material, and physical resources efficiently and effectively.
<u>ENQUIRIES</u>	:	Mr. Frank Budzwa Tel No: (012) 354 7600
<u>APPLICATIONS</u>	:	All applications received for the posts should be sent to Tshwane District Hospital, Private Bag X179, Pretoria, 0001 or hand delivered to Tshwane District Hospital Cnr Dr Savage Road and Steve Biko Road, Capital Park.
<u>NOTE</u>	:	The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialled and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae only. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) –Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity.
<u>CLOSING DATE</u>	:	27 October 2023
<u>POST 37/107</u>	:	<u>PROFESSIONAL NURSE –GENERAL REF NO: 42/2023 (X5 POSTS)</u> Directorate: Nursing
<u>SALARY</u>	:	Grade 1: R293 670 per annum, (plus benefits) Grade 2: R358 626 per annum, (plus benefits) Grade 3: R431 265 per annum, (plus benefits)
<u>CENTRE REQUIREMENTS</u>	:	Kopanong Hospital Grade 12 basic R425 qualifications (i.e. diploma/degree in nursing) or an equivalent qualification that allows registration with SANC as a professional nurse must be available. Candidates are expected to have the recognizable applicable experience as determined by the OSD in terms of different grades. Know nursing care process and procedures, nursing statutes and other applicable legislations. The candidate must have good communication skills, both verbal and written and able to work in a team. Candidate must have good ethical practice and caring attitude. Manage workplace discipline and have an in-depth knowledge and understanding of the ideal hospital component, Batho-Pele principal, Ministerial priorities and patients 'rights.
<u>DUTIES</u>	:	Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practice in accordance with the nursing standards as determined by the Health Facility. Promote quality of nursing care as directed by the professional Scope of the practice and standards as determined by the relevant health facility. Demonstrate effective communication with patients, supervisors and other Clinicians, including report writing when required. Work as part of the Multidisciplinary team to ensure good nursing care. Work effectively, co-operatively and amicable with people of diverse intellectual, cultural, racial or religious differences. Be able to plan and organize own work and support other personnel to ensure quality nursing care. Display caring attitude towards patients, promoting and advocating proper treatment and care

including awareness and willingness to respond patients 'needs, requirements and expectations.be supportive to the manager to achieve the goals of the unit and that of the hospital.

ENQUIRIES : Ms. Polo ME Tel No: (016) 428 7130
APPLICATIONS : Kopanong Hospital, HR office, 2 Casino Road, Duncanville, Vereeniging, 1939.

NOTE : Fully completed new Z83, CV, copies of ID and qualifications must be submitted. Certified documents will only be requested to shortlisted candidates on or before the day of the interview following communication from The HR office. People with disabilities are encouraged to apply. If you did not hear from us within three months please consider your application unsuccessful. Medical surveillance will be conducted to successful candidates.

CLOSING DATE : 27 October 2023 by 16h00

POST 37/108 : **PROFESSIONAL NURSE PNA-2 PSYCHIATRY REF NO: 2023/10/PSYCH/HJH (X3 POSTS)**

SALARY : R293 670 per annum, plus benefits
CENTRE : Helen Joseph Hospital
REQUIREMENTS : A Basic R425 qualification (i.e. diploma/ degree in nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse. Registration with the SANC as Professional Nurse and proof of current registration.

DUTIES : Ensure that a therapeutic environment is provided for the patients, staff and public. Provide comprehensive, quality nursing care as a member of the multi-disciplinary team, according to identified needs of the patients. These activities include the following: Holistic and comprehensive assessment of voluntary admission assisted care, emergency mental health care admissions, 72 hours assessment of involuntary mental health care users, as well as further care treatment and rehabilitation of mental health care users in an acute psychiatric unit according to the Mental Health Care Act of 2002. Identify patients' needs and formulates, implement, and evaluate nursing care interventions that are patient specific. Identification of risk and implementation of preventive measures timeously, e.g., Sedated, suicidal, violent, and aggressive patients. Formulate and participate in ward individual and group activities following a structured ward programme in consultation with other members of the of the multi-disciplinary team members. Ensure that psychotropic medication and other treatment are ordered, administered, and controlled according to the Medicine and Related Substance Act. Monitor the compliance, effectiveness and side effects of medication and advocate for patients in cases of ineffective treatments. Delegate and supervise ward activities. Ensure the continuity of patient care is maintained through nursing care rounds and hand over. Ensure adequate record keeping is maintained. Provide support, counseling and crisis interventions when needed. Manage the department efficiently and cost effectively. Manage PMDS of subordinates. Management of complaints.

ENQUIRIES : Ms. T.G Baloyi Tel No: (011) 489 0896
APPLICATIONS : Applications must be submitted at Helen Joseph Hospital, No. 1 Perth Road Auckland Park, Johannesburg. (There is an application box at hospital entrance – ask Security Officers on duty for assistance). Alternatively, applications can be posted to Helen Joseph Hospital Private Bag X47, Auckland Park, 2006.

FOR ATTENTION : Human resources department
NOTE : Applications must be submitted on a New Version of Z83 Form, obtainable from any Public Service Department or on www.dpsa.gov.za/documents. The completed and signed form should be accompanied by a recently updated cv.(No copies/qualifications/proof, only Z83 and CV submitted on application). The communication from HR department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore, only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following communication from HR. Successful candidates will be subjected to OHS medical surveillance as required by HBA regulations within the OHS Act 85 of 1993, reference check and verification of qualifications will be conducted. The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know. Helen Joseph Hospital is committed to the pursuit of diversity, redress and will promote representation in terms of race,

		disability and gender. The Institutional Employment Equity Plan will be considered in the process of filling the posts.
<u>CLOSING DATE</u>	:	27 October 2023, 12h00 (Noon)
<u>POST 37/109</u>	:	<u>PROFESSIONAL NURSE GENERAL REF NO: HRM: 19/23 (X6 POSTS)</u> Directorate: Nursing
<u>SALARY</u>	:	R293 670 - R337 860 per annum, (plus benefits)
<u>CENTRE</u>	:	Sterkfontein Hospital
<u>REQUIREMENTS</u>	:	Grade 12, Basic R425/ R880 qualification (i.e. diploma/ degree in nursing) or equivalent qualification that allows registration with the SANC as a professional nurse in general Nursing. Must have a basic qualification in Psychiatric Nursing Science. Knowledge of Mental Health Care Act, Criminal procedure Act and Child Justice Act. Computer literacy and Driver's license will be an added advantage. Presentation and Leadership skills, Problem Solving, Stress Tolerance and Self-confidence. Innovative, creative, emotional intelligence and project management skills.
<u>DUTIES</u>	:	Provision of optimal, holistic, nursing care with set standard and within a profession/legal framework. Provision of treatment and care to Patients within Psychiatric unit, in a cost effective, efficient and equitable manner. Implement psychiatric groups in the unit. Will be a shift leader that is responsible for planning, organizing, coordinating and supervising whilst ensuring that all quality patient care standards are implemented. Manage Human Resource when leading the shift. Promoting professionalism and leading by example at all times. Apply effective communication with patients, supervisors and other clinicians including report-writing when required. Understanding and implementation of nursing legislation including nursing strategy and ethical nursing practices and ensure implementation of IP&C standards. Knowledge of Batho-Pele principles, Relevant Legislations, Regulation, Policies, Patient's right charter and Ideal hospital framework. Do presentations, manage problems and Patients Safety Incidents in the unit. Implement the National Nursing Strategy. Expected to serve in Hospital Committees to achieve Hospital goals and act in the capacity of Operational Manager when delegated to do so.
<u>ENQUIRIES</u>	:	Ms. M.M. Sono Tel No: (011) 951 8202
<u>APPLICATIONS</u>	:	Sterkfontein Hospital, Private Bag X2010, Krugersdorp, 1740, or hand delivered to the application box at the entrance, Monday to Friday from 7:30 to 15:30.
<u>NOTE</u>	:	Application must be submitted on a fully completed new format Z83 accompanied by a detailed curriculum vitae with at least two contactable references. The Department of Health is committed to the achievement and maintenance of diversity and equity employment especially of race, gender and disability. Failure to submit all the requested documents will result in the application not being considered. (Only shortlisted candidates will submit certified copies). If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidate will be subjected to personnel suitability checks (PSC) verification (reference checks – provide at least 3 of which one must be your immediate supervisor, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification), the recommended candidate may be subjected to medical surveillance as required by Occupational Health and Safety Act 5/1993. Sterkfontein hospital reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the posts.
<u>CLOSING DATE</u>	:	27 October 2023, Time: 12h00
<u>POST 37/110</u>	:	<u>SECRETARY REF NO: JUB 34/2023</u> Directorate: Nursing Personnel
<u>SALARY</u>	:	R202 233 per annum
<u>CENTRE</u>	:	Jubilee District Hospital
<u>REQUIREMENTS</u>	:	Grade 12 or standard 10 with a minimum of 1-2 years 'experience as a secretary. Qualification in office administration, Management assistant and other related. Knowledge of computer literacy in (MS word, MS Excel, and Power point). Good communication and interpersonal skills. Ability to work independently and under pressure. Be able to read and write. Have to be self-

<u>DUTIES</u>	:	driven individual with flexible approach to work duties. Good time management skills, and ability to juggle multiple responsibilities.
	:	Making and receiving telephone calls. Typing of letters, write reports, memos and taking minutes during nursing Directorate meetings. Capturing of those minutes, presentation for signatures and adoption during and post the meetings. Managing the diaries of Deputy Manager Nursing and other Area manager in Nursing. If possible, plan, organise and manage events. Ensure office is equipped with necessary needs and stationery. Manage enquiries. Develop and implement an efficient filing system.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms K.J Aphane Tel No: (012) 717 9300
	:	documents must be submitted to Jubilee District Hospital, Human Resource Department, Private Bag X449, Hammanskraal, 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital.
<u>NOTE</u>	:	The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za , and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate, and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. General information: Short-listed candidates must be available for interviews at a date and time determined by Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.
<u>CLOSING DATE</u>	:	27 October 2023, Time: 15H00
<u>POST 37/111</u>	:	<u>ENROLLED NURSE REF NO: TDH2023/07</u> Directorate: Nursing Department
<u>SALARY</u>	:	Grade 1: R199 725 – R222 939 per annum, (including benefits) Grade 2: R237 210 – R264 948 per annum, (including benefits) Grade 3: R277 725 – R323 874 per annum, (including benefits)
<u>CENTRE REQUIREMENTS</u>	:	Tshwane District Hospital Qualifications that allow registration with SANC as a Staff Nurse (Enrolled Nurse). Current registration with SANC as Staff Nurse (Enrolled Nurse). Grade 1: Minimum of 2 years appropriate experience after registration as a Staff Nurse (Enrolled Nurse). Competencies/Knowledge: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal principles. Basic communication skills, interpersonal skills, elementary writing skills and ability to function as part of a team. Knowledge of Batho Pele principles and Patient's rights Charter. Must be prepared to work shifts including night duty, weekends, and public holidays.
<u>DUTIES</u>	:	Measure, interpret and record vital signs. Give Health Education to patients. Assist professional nurses with procedures. Provide Elementary Nursing services under the supervision of a professional nurse within the scope of practice as defined by the South African Nursing Council. Maintain the code of conduct as required in the Public Service. Perform all duties as delegated by the Supervisor /Manager. Work with other stakeholders and be an advocate for the patient.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr. Frank Budzwa Tel No: (012) 354 7600
	:	All applications received for the posts should be sent to Tshwane District Hospital, Private Bag X179, Pretoria, 0001 or hand delivered to Tshwane District Hospital, Cnr Dr Savage Road and Steve Biko Road, Capital Park.
<u>NOTE</u>	:	The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialled and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae only. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the

interview. Personnel Suitability Checks (PSC) –Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity.

- CLOSING DATE** : 27 October 2023
- POST 37/112** : **STAFF NURSE GRADE 1 REF NO: 43/2023 (X2 POSTS)**
Directorate: Nursing
Re-Advertisement
- SALARY** : Grade 1: R199 725 per annum, (plus benefits)
Grade 2: R237 210 per annum, (plus benefits)
Grade 3: R277 752 per annum, (plus benefits)
- CENTRE REQUIREMENTS** : Kopanong Hospital
Grade 12 plus a qualification that allows registration with SANC as a Staff Nurse. Candidate must have current registration receipt as a Staff Nurse. Candidate must have basic communication and writing skills. Be able to function as part of a team.
- DUTIES** : Provide basic clinical nursing care in accordance with the scope of practice and nursing standards. Implementation and development of basic patient care plans to provide quality patient care. Demonstrate knowledge and understanding of relevant legal and ethical framework i.e. Acts, policies, SOP's, guidelines and protocols governing the public service. Demonstrate basic knowledge of Ideal Hospital Realization and maintenance. Effective utilization of resources, maintenance of proper and accurate record keeping. Demonstrate basic communication with patients, Supervisors and colleagues. Willing to rotate through department and work night duty. Maintain professional growth / ethical standards and self-development. Work as part of a multidisciplinary team and support the managers to ensure quality nursing care.
- ENQUIRIES APPLICATIONS** : Ms ME Polo Tel No: (016) 428 7130
Kopanong Hospital, HR office, 2 Casino Road, Duncanville, Vereeniging, 1939.
- NOTE** : Fully completed new Z83, CV, copies of ID and qualifications must be submitted to. Certified documents will only be requested to shortlisted candidates on or before the day of the interview following communication from The HR office. People with disabilities are encouraged to apply. If you did not hear from us within three months please consider your application unsuccessful. Medical surveillance will be conducted to successful candidates. NB: previous applicants are encouraged to apply again.
- CLOSING DATE** : 27 October 2022, 16h00
- POST 37/113** : **ENROLLED NURSE REF NO: HRM: 16/23 (X3 POSTS)**
Directorate: Nursing
- SALARY** : R199 725 – R222 939 per annum, (plus benefits)
- CENTRE** : Sterkfontein Hospital
- REQUIREMENTS** : Grade 12 or equivalent qualification. Certificate as an Enrolled Nurse. Current registration with the South African Nursing Council. Must have passion for nursing psychiatric patients. Ability to be a team player, must have critical thinking and analytical, good interpersonal and communication skills. Able to handle pressure. Knowledge of the Nursing Act, National Core Standards, Ideal Hospital Framework, Public Service Regulation, Patients' Rights Charter,

- Batho Pele Principles and other legislative framework. Experience in working with psychiatric patients will be an added advantage.
- DUTIES** : Assist with activities of daily living (Maintain hygiene, provide nutrition, and assist with mobility and elimination processes). Provide elementary clinical care (Measure, interprets and record vital signs, Administration of oral medication and injections under direct supervision of a Registered Nurse. Escort patients for clinical investigations when required. Conduct health education and other group activities for patients. Participate in Infection Prevention and Control activities and other Hospital Committees. Report and record patient incidents as per Hospital Protocols. Maintain professional conduct as required by the Public Service Code of Conduct and SANC. Attend in service training as required. Relieve in other wards when necessary.
- ENQUIRIES** : Ms. M.M. Sono Tel No: (011) 951 8202
- APPLICATIONS** : Sterkfontein Hospital, Private Bag X2010, Krugersdorp, 1740, or hand delivered to the application box at the entrance, Monday to Friday from 7h30 to 15h30.
- NOTE** : Application must be submitted on a fully completed new format Z83 accompanied by a detailed curriculum vitae with at least two contactable references. The Department of Health is committed to the achievement and maintenance of diversity and equity employment especially of race, gender and disability. Failure to submit all the requested documents will result in the application not being considered. (Only shortlisted candidates will submit certified copies). If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidate will be subjected to personnel suitability checks (PSC) verification (reference checks – provide at least 3 of which one must be your immediate supervisor, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification), the recommended candidate may be subjected to medical surveillance as required by Occupational Health and Safety Act 5/1993. Sterkfontein hospital reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the posts.
- CLOSING DATE** : 27 October 2023, Time: 12H00
- POST 37/114** : **ENROLLED NURSE REF NO: NO: CCRC/EN/02/2023**
Directorate: Nursing
- SALARY** : R199 725 per annum, (including benefits)
- CENTRE** : Cullinan Care & Rehabilitation Centre
- REQUIREMENTS** : Professional qualification that allows registration with the SANC as enrolled Nurse. Experience None. Competencies (knowledge/skills): Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks such as: Nursing Act, Health Act, Occupational Health and Safety Act. Patient Rights Charter, Batho-Pele principles, National Core Standards, Public Service Regulations, Labour Relations Act. Disciplinary Code and Procedure, Grievance Procedure, etc. Basic communication skills. Basic writing skills. Ability to function as part of a team. Basic interpersonal skills. Elementary facilitation skills.
- DUTIES** : Development and implementation of basic patient care plans. Provide basic nursing care. Effective utilization of resources. Maintain professional growth/ethical standards and self-development.
- ENQUIRIES** : Technical Enquiries: Mashishi MV Tel No: (012) 734 7000, ext. 246
HR Enquiries: MB Mentoor Tel No: (012) 734 7020
- APPLICATIONS** : Applications should be hand delivered to Cullinan Care and Rehabilitation Centre: Human Resource Department; Zonderwater Road; Cullinan or posted to Cullinan Care and Rehabilitation Centre; Human Resource; Private Bag X1005, Cullinan; 1000. Applications should be delivered by 12h00 pm (Noon) on the closing date including posted mails. No e-mailed applications will be accepted.
- NOTE** : Application are required to submit a fully completed New form Z83 and a detailed Curriculum Vitae. Only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following Communication with HR. If you have not been contacted within three months. After the closing date, please accept that your application was unsuccessful. The recommended candidates may be subject to medical surveillance. The Gauteng Department of Health is guided by the principles of

Employment Equity; therefore, all the appointment will be made in accordance with the Employment Equity target of the department. applications for employment must be fully completed, initiated, and signed by applicant, failure to complete will lead to disqualification during the selection process. Section A, B, C, D and F must be fully completed, and E and G should be ignored if the information is attached on the CV. Declaration must be signed.

- CLOSING DATE** : 27 October 2023
- POST 37/115** : **CLEANING SUPERVISOR REF NO: CCRC/CS/01/04/2023**
Directorate: Admin and Support
- SALARY** : R171 537 per annum, plus benefits
CENTRE : Cullinan Care & Rehabilitation Centre
REQUIREMENTS : Abet level 4 with minimum cleaning experience of 10 years or Grade 12 with 2 years cleaning experience. Ability to read and write. Skills needed: management abilities such as time management and personnel management, verbal communication skill, computer literacy, supervisory experience and negotiation abilities. Knowledge of cleaning chemicals.
- DUTIES** : Supervise the work of subordinates and ensure that high standards of cleaning are attained. Design shifts, allocate duties and cleaning materials / equipment. Order, receive and store cleaning material safely. Management of human resource (PMDS, Leave and sectional reports) Report any broken equipment and send for repairs/ maintenance. Attend meetings, address the issue of the personal protective equipment, do weekly inspections, write reports about incidents in the cleaning section.
- ENQUIRIES** : Technical enquiries: Ms. MN Mbinga Tel No: (012) 734 7059
HR enquiries: MB Mentoor Tel No: (012) 734 7020
- APPLICATIONS** : Applications should be hand delivered to Cullinan Care and Rehabilitation Centre: Human Resource Department; Zonderwater Road; Cullinan or posted to Cullinan Care and Rehabilitation Centre; Human Resource; Private Bag X1005, Cullinan; 1000.
- NOTE** : Applicants are encouraged to record their names when applying on the register allocated if it is hand delivery. Applicants must fill in application on a New Version Z83 form, obtainable from any Public Service Department or on www.dpsa.gov.za/documents. The completed and signed Z83 form should be accompanied by a recently updated CV. Applicants must indicate the post reference number on their applications. certified copies of qualifications will be requested only for shortlisted candidate. Candidates recommended for appointment will be verified. Applications received after closing date and time will not be considered. Disabled, Whites and Coloured people are encouraged to apply. The candidates will be expected to be available for selection interviews on the date, time and place determined by the Department. No e-mailed applications will be accepted.
- CLOSING DATE** : 27 October 2023, 12H00 (noon)
- POST 37/116** : **NURSING ASSISTANT REF NO: TDH2023/08**
Directorate: Nursing Department
- SALARY** : Grade 1: R157 761 – R175 728 per annum, (including Benefits)
Grade 2: R184 026 – R205 281 per annum, (including Benefits)
Grade 3: R216 876 – R243 843 per annum, (including Benefits)
- CENTRE** : Tshwane District Hospital
REQUIREMENTS : Qualification that allows registration with the SANC as Nursing Assistant. Registration with the SANC as Nursing Assistant. Recent 1 year experience in hospital setting will be an added advantage after registration with the SANC as Nursing Assistant. Must be prepared to work shifts including night duty, weekends, and public holidays. Competencies/Knowledge/Skills: Demonstrate elementary understanding of nursing legislation and related legal and ethical nursing practices. Perform an elementary clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Promote quality of elementary nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility.
- DUTIES** : Assist patients with activities of daily living (physical care). Provide elementary clinical nursing care. Maintain professional growth/ethical standards and self-development.
- ENQUIRIES** : Mr. Frank Budzwa Tel No: (012) 354 7600

- APPLICATIONS** : All applications received for the posts should be sent to Tshwane District Hospital, Private Bag X179, Pretoria, 0001 or hand delivered to Tshwane District Hospital, Cnr Dr Savage Road and Steve Biko Road, Capital Park.
- NOTE** : The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialled and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae only. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) –Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity.
- CLOSING DATE** : 27 October 2023
- POST 37/117** : **NURSING ASSISTANT REF NO: HRM: 17/23 (X2 POSTS)**
Directorate: Nursing
- SALARY** : R157 761 – R175 728 per annum, (plus benefits)
- CENTRE** : Sterkfontein Hospital
- REQUIREMENTS** : Grade 12, or equivalent qualification. Certificate as Enrolled Nursing Assistant with current Registration with the South African Nursing Council (SANC). Passion for working with Mentally ill patients. Ability to work within a team and independently, good interpersonal and communication skills. Knowledge of the National Core Standards, Public Service Regulations, Batho-Pele Principles, SANC Regulations and Patients’ Rights Charter, Previous Psychiatric experience will be an added advantage.
- DUTIES** : Assist with activities of daily living (Maintain hygiene, provide nutrition, and assist with mobility and elimination processes). Provide elementary clinical care (Measure, interprets and record vital signs, Administration of oral medication and injections under direct supervision of a Registered Nurse. Escort patients for clinical investigations when required. Conduct health education and other group activities for patients. Participate in Infection Prevention and Control activities and other Hospital Committees. Report and record patient incidents as per Hospital Protocols. Maintain professional conduct as required by the Public Service Code of Conduct and SANC. Attend in service training as required. Relieve in other wards when necessary.
- ENQUIRIES** : Ms. M.M. Sono Tel No: (011) 951 8202
- APPLICATIONS** : Sterkfontein Hospital, Private Bag X2010, Krugersdorp, 1740, or hand delivered to the application box at the entrance, Monday to Friday from 7:30 to 15:30.
- NOTE** : Application must be submitted on a fully completed new format Z83 accompanied by a detailed curriculum vitae with at least two contactable references. The Department of Health is committed to the achievement and maintenance of diversity and equity employment especially of race, gender and disability. Failure to submit all the requested documents will result in the

application not being considered. (Only shortlisted candidates will submit certified copies). If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidate will be subjected to personnel suitability checks (PSC) verification (reference checks – provide at least 3 of which one must be your immediate supervisor, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification), the recommended candidate may be subjected to medical surveillance as required by Occupational Health and Safety Act 5/1993. Sterkfontein hospital reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the posts.

- CLOSING DATE** : 27 October 2023, Time: 12H00
- POST 37/118** : **ENROLLED NURSING AUXILIARY REF NO: CCRC/ENA/10/2023**
Directorate: Nursing
- SALARY** : R157 761 per annum, plus benefits
CENTRE : Cullinan Care & Rehabilitation Centre
REQUIREMENTS : Qualification that allows registration with the South African Nursing Council (SANC) as Enrolled Nursing Assistant. Must be able to work within a multidisciplinary team. Must be able to work in a high-pressure environment. Must have good communication skills and be able to maintain patients and relatives respect and dignity.
- DUTIES** : Assist patients with activities of daily living (physical care). Provide elementary clinical nursing care. Maintain professional growth/ethical standards and self-development. Demonstrate basic understanding of nursing procedures. Must be able to carry out legal instructions.
- ENQUIRIES** : Technical Enquiries: Mashishi MV Tel No: (012) 734 7000, ext. 246
HR Enquiries MB Mentoor Tel No: (012) 734 7020
- APPLICATIONS** : Applications should be hand delivered to Cullinan Care and Rehabilitation Centre: Human Resource Department; Zonderwater Road; Cullinan or posted to Cullinan Care and Rehabilitation Centre; Human Resource; Private Bag X1005, Cullinan; 1000.
- NOTE** : Application are required to submit a fully completed New form Z83 and a detailed Curriculum Vitae. Only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following Communication with HR. If you have not been contacted within three months. After the closing date, please accept that your application was unsuccessful. The recommended candidates may be subject to medical surveillance. The Gauteng Department of Health is guided by the principles of Employment Equity; therefore, all the appointment will be made in accordance with the Employment Equity target of the department. applications for employment must be fully completed, initiated, and signed by applicant, failure to complete will lead to disqualification during the selection process. Section A, B, C, D and F must be fully completed, and E and G should be ignored if the information is attached on the CV. Declaration must be signed. No e-mailed applications will be accepted.
- CLOSING DATE** : 27 October 2023 by 12H00 pm (noon)
- POST 37/119** : **FOOD SERVICE AID REF NO: JUB 35/2023**
Directorate: Admin and Logistics
- SALARY** : R125 373 per annum
CENTRE : Jubilee District Hospital
REQUIREMENTS : Grade 10-12. A certificate in food preparation/catering. 6 months to 1-year exposure in hospital environment. Good communication & interpersonal skills. Awareness of Batho- Pele principles. Be willing to work in a team and under pressure. Be prepared to work shifts, night duty, weekends, and public holidays.
- DUTIES** : Cooking according to meal plan. Meal serving & Distribution of meals to the wards. Preparation of normal & therapeutic diets. Prepare foods parcels. Be prepared to perform routine tasks and operate food service equipment. Lifting of heavy food buckets & trolleys. Apply hygiene and safety measures. Follow planned work schedules and be prepared to relieve in all areas in the food service units when required. Wash dishes and all utensils used in the food service units. Clean storerooms, refrigerators, equipment, drains and all

		kitchen areas. Be willing to undergo continuous training and development. Perform any other delegated duties by your supervisor.
<u>ENQUIRIES</u>	:	Ms D.P Sekgabi Tel No: (012) 717 9408
<u>APPLICATIONS</u>	:	documents must be submitted to Jubilee District Hospital Human Resource Department Private Bag X449, Hammanskraal, 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital.
<u>NOTE</u>	:	The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za , and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate, and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. General information: Short-listed candidates must be available for interviews at a date and time determined by Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.
<u>CLOSING DATE</u>	:	27 October 2023, Time: 15h00
<u>POST 37/120</u>	:	<u>MESSENGER REF NO: JUB 32/2023 (X3 POSTS)</u> Directorate: Admin and Support
<u>SALARY</u>	:	R125 373 per annum
<u>CENTRE</u>	:	Jubilee District Hospital
<u>REQUIREMENTS</u>	:	Grade 12 or standard 10. A minimum of one-year relevant experience. A valid vehicle driver's license. Proven basic computer literacy (certificate). Must be able to read and write. Understanding of Batho -Pele principles. Client orientation and customer focus. Communication skills (verbal written). Sound organisational skills.
<u>DUTIES</u>	:	Perform messenger functions. Sort and arrange correspondence in the registry. Collect, distribute, and circulate correspondence (mail, circulars, documents, and files). Record and control correspondences register. Deliver and collect patients record from point A to B (e.g., Pharmacy, Casualty, or any other Wards). Collect mail, files, documents, and parcel to addressers. Deliver mail, files, documents, and parcels to addressees. Ensure that recipients sign on the delivery book/register. Perform general office assistant tasks. Make copies, fax, and shred documents. Perform any other duties delegates by supervisor.
<u>ENQUIRIES</u>	:	Mr M. Motaung Tel No: (012) 717 9340
<u>APPLICATIONS</u>	:	documents must be submitted to Jubilee District Hospital Human Resource Department Private Bag X449, Hammanskraal, 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital.
<u>NOTE</u>	:	The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.gov.za , and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. General information: Short-listed candidates must be available for interviews at a date and time determined by Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.
<u>CLOSING DATE</u>	:	27 October 2023, Time: 15H00
<u>POST 37/121</u>	:	<u>CLEANER REF NO: (X3 POSTS)</u> Directorate: Support Services
<u>SALARY</u>	:	R125 373 – R145 077 per annum, (excluding benefits)
<u>CENTRE</u>	:	Tara the H. Moross Centre, Sandton
<u>REQUIREMENTS</u>	:	Grade 10-12 or equivalent qualification. One (1) year or more proven cleaning experience. Good verbal and written communication skills. Ability to work under pressure, be able to use cleaning machines and equipment. Knowledge of government policies. Must be prepared to work shifts, including weekends,

- public holidays, and night duty. Knowledge of ideal hospital framework. Hospital experience will be an added advantage.
- DUTIES** : Cleaning of facilities office, toilets, passages, and waiting areas. Dust, wash, scrub, and polish floors. Walls, windows, side walls etc. Clean equipment, clean and wash dustbins and remove waste, adhere to health waste management policy. Operate heavy duty cleaning machines. Be able to rotate within the scope of work.
- ENQUIRIES APPLICATIONS** : Mr. Sebopa Tel No: (011) 535 3131
Applications must be delivered to: Tara the H. Moross Centre c/o HR Section, 50 Saxon Road Hurlingham, 2196, or be posted to:- Tara the H. Moross Centre Private Bag X7, Randburg, 2125. Due to technical problems with GPG vacancy website that the institution is consistently facing, applicants are encouraged to apply using hand delivery, postal address.
- NOTE** : Applications must consist of a fully completed and signed new (effective from 01/01/2021) Z83 (81/971431) form with a comprehensive CV containing at least three (3) contactable references. Certified copies of qualifications, ID, Statutory Registrations, or other relevant certificates need not be attached when applying for the post. Only short listed candidates will be required to submit certified documents on or before the interview date following communication from HR. The relevant reference number must be quoted in the application form. In terms of the National Qualification Framework Amendment Act 2019 it is an offence for any person to falsely or fraudulently claim to hold a qualification. Any person found to be misrepresenting their qualifications, work experience or facts in their CV will be disqualified and reported to the appropriate authority. Tara Hospital is committed to the pursuit of diversity, redress and will promote representation in terms of race, disability and gender.
- CLOSING DATE** : 27 October 2023
- POST 37/122** : **LAUNDRY WORKER REF NO: TDH2023/09 (X1 POST)**
Directorate: Admin and Logistics Department
- SALARY CENTRE REQUIREMENTS** : R125 373 per annum (Level 02), (plus Benefits)
: Tshwane District Hospital
: Abet/ Grade 10 or equivalent, hospital environment experience will be an added advantage. Good verbal communication and interpersonal skills. Be able to work in a team. Be able to work shifts when required.
- DUTIES** : Distribution and Collection of linen to wards. Sluicing of soiled and bloodied linen. Packing of dirty linen into laundry bags and loading in the truck to be sent to Masakhane for washing. Offloading and unpacking of clean linen bags from service provider. Willingness to work more hours and overtime. Perform stock take on quarterly basis. Willingness to go an extra mile when the need arises.
- ENQUIRIES APPLICATIONS** : Ms RG Letwaba Tel No: (012) 354 7802
: All applications received for the posts should be sent to Tshwane District Hospital, Private Bag X179, Pretoria, 0001 or hand delivered to Tshwane District Hospital Cnr Dr Savage Road and Steve Biko Road, Capital Park.
- NOTE** : The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialled and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae only. The Curriculum Vitae should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) –Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you

have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity.

- CLOSING DATE** : 27 October 2023
- POST 37/123** : **MEDICAL OFFICER GRADE 1 - GRADE 3 OCCUPATIONAL (SESSIONAL)**
REF NO: EHD2023/10/08
 Directorate: Human Resource (EHWP)
 Re-Advertisement: This post is a re-advertisement, applicants who applied previously are encouraged to re-apply.
- SALARY** : Grade 1: R436.00 per hour (session)
 Grade 2: R498.00 per hour (session)
 Grade 3: R576.00 per hour (session)
- CENTRE** : Ekurhuleni Health District
- REQUIREMENTS** : Grade 12 with Appropriate qualification that allows registration with the Health Professionals Council of South Africa (HPCSA) as a medical officer. Current registration with the HPCSA as a medical practitioner. Basic medical degree (MBCHB) or equivalent). Post graduate qualification in Occupational Health /Medicine (DOMH). Dispensing License and registered with HPCSA as an Occupational Medical Practitioner.5 years' experience in an Occupational Health environment. A valid driver's license and computer literacy is essential.
Grade 1: Less than 5 years relevant experience. **Grade 2:** At least 5 years, but less than 10 years, relevant experience, **Grade 3:** 10 years and more relevant experience.
- DUTIES** : The Occupational Medical Practitioner shall be responsible for: Establishing and maintaining an appropriate system for medical surveillance, considering the health hazards to which employees are or may be exposed to, providing information to the employer can use in determining measures to: Eliminate, control, and minimize the health risks and hazards to which employees may be exposed or Prevent, detect, and treat occupational health diseases and, Ensure that records are kept as stipulated in the act for each employee exposed to health hazards. Ensuring that occupational health services are well equipped, take measures that reasonable to: Promote health and safety of employees at Ekurhuleni Health District. Assist employees in matters relating to occupational health medicine, Ensure that appropriate professional assessment, investigation, and diagnosis of employees undergoing medical surveillance takes place. Ensure that occupational health management systems, including referral systems are in place and functional e) Assess any employee who is potentially unfit to perform work and if declared unfit for own occupation, notify the employer and make recommendations for suitable alternative placement. OMP must specify employee limitations/restrictions so that employer may consider reasonable accommodation, If employee is declared unfit as a result of an occupational health disease, notify employer and ensure that investigation is carried as stipulated in the ACT. Where applicable , assist workplace evaluations in conjunction with Occupational Health Practitioners and Occupational Hygienist section 12.1 appointee), Advise the employer on legal and regulatory compliance for all occupational health and medicine issues), Ensure legal and regulatory compliance for occupational health and medicine related issues that OMP is directly responsible for, Ensure compliance with the Act responsible for record keeping of all occupational health matters and securing confidentiality), Ensure compliance with Medicine and Related Substances Act No 1011 of 1965), Allow time for sites inspections and familiarization with activities. Assist employer on instantiating medical boarding when required. Attend Medical Review and PILIR meetings monthly. Facilitate and support the provision of primary health care services in the district including clinics, Community health centres and district hospitals as part of DHS. Improve clinical quality of PHC services through direct patient care, mentoring and supervision of health care

professionals through an integrated approach programme. Participate in 24hour PHC services including Medico-legal and EMS. Support the development of the clinical department of family medicine and participate in academic teaching and learning in family medicine and PHC in the district. Support the training and the CME activities for nurses, intern, and community service doctors in the district. Support or participate in the development of district research projects.

- ENQUIRIES APPLICATIONS** : Mr A.A. Mdunyelwa Tel No: (011) 876 1721
 : Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 or posted to The Human Resource Manager, Private Bag X1005, Germiston, 1400.
- NOTE** : Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicants should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disabilities are encouraged to apply. Employment equity profile will be taken into consideration. No S&T claims and resettlement allowance will be paid.
- CLOSING DATE** : 27 October 2023
- POST 37/124** : **PROFESSIONAL NURSE (SESSIONAL) REF NO: 13/2023 TRH (X1 POST)**
 Directorate: Nursing
 Duration: 3 Months. Maximum of 80 hours per month
- SALARY** : Grade 1: R194.00 per hour
 Grade 2: R237.00 per hour
 Grade 3: R285.00 per hour
- CENTRE REQUIREMENTS** : Tshwane Rehabilitation Hospital
 : Diploma in General Nursing & Midwifery Basic R425 qualification i.e., Diploma/Degree in Nursing, or equivalent qualification that allows registration with South African Nursing Council NIMART trained. Experience as a registered nurse. Problem solving, facilitation skills, liaison skills, knowledge management, planning and organisation, able to lead shift. Multi-cultural skill, communication skill. Nursing advocacy skill, HTS counselling skill and ART initiation.
- DUTIES** : Responsible for total patient care to all patients in the hospital. Educate and advice patients, including relatives of patients and staff. Ensure efficient and effective management of resources. Rotate through service points as required. Willing to work over weekends and holidays and rotate in other units where the need arise. Willing to workday and night shifts. Quality nursing care and rehabilitation programme as directed by the Scope of Nursing practice. Have knowledge and interest to work in HTS/counselling and OPD Ensure proper staff allocation for shifts in the unit. Manage staff performance. Be a team leader. Be able to work in a multidisciplinary health team. Demonstrate effective communication with patients, supervisors, other professionals, and junior colleagues, including report writing.
- ENQUIRIES APPLICATIONS** : Ms MM Rakwena Tel. No: (012) 354 6135
 : Applications must be sent directly to: Tshwane Rehabilitation Hospital, P.O Box 23397, Gezina, 0031 or hand deliver to Cnr Dr Savage and Soutpansberg Road, Pretoria, 0001. No faxed or emailed applications will be considered.
- NOTE** : Applications are not required to submit copies of qualifications and other relevant documents when applying but must submit fully complete Z83 form and a detailed curriculum Vitae. Only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview

following communication from HR. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks-, qualifications verification, criminal checks and credit/financial checks). Shortlisted candidates will be required to submit proof of Criminal Verification obtainable from the South African Police Service at their own cost. Males and people with disabilities are encouraged to apply. The Gauteng Department of Health is guided by the principles of Employment Equity; therefore, all the appointments will be made in accordance with the Employment Equity target of the department. People with disability are encouraged to apply.

CLOSING DATE

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27 October 2023