



PROVINCIAL ADMINISTRATION: EASTERN CAPE DEPARTMENT OF HEALTH

The Department of Health is registered with the Department of Labour as a designated Employer and the filling of the following posts will be in line with the Employment Equity Act (including people with disabilities)

POSTED ON : 20 SEPTEMBER 2016

CLOSING ON : 04 OCTOBER 2016

HEAD OFFICE

AMATHOLE DISTRICT

ENQUIRIES

MRS N NENE

APPLICATIONS

Must be submitted to Human Resource Section, Private Bag X002, Southernwood, 5200 or hand delivered to St James Road, Medical Centre Building, Southernwood, East London 5200

POST/01

CHIEF EXECUTIVE OFFICER

CENTRE

WINTERBERG TB HOSPITAL

REF NO

ECHEALTH/ CEO/ WINTBTBH/ 01/2016

SALARY LEVEL

12

SALARY SCALE

R 726 276 - R 855 516 p.a. (An all-inclusive package)

REQUIREMENTS

A Degree/Advanced Diploma in Health related field plus Degree/Diploma in Health Management or Degree/Advanced Diploma in Management field. Registration with the relevant professional Council. At least five (5) years managerial experience in the Health Sector at middle Management. Experience as a health service manager or significant experience in management in a health service environment. A valid driver's licence. Knowledge of relevant legislation such as National Health Act, Public Financial Management Act (PFMA), Public Service Regulation and related policies. Strategic capability and leadership programme and project management. People management and empowerment. Service delivery innovation. Knowledge Management. Client orientation and customer focus.

DUTIES

To plan, direct, coordinate and manage the efficient delivery of clinical and administration support service through working with the key executive management team at the hospital within the legal framework. To prevent the hospital authority at provincial and public forum. To provide strategic leadership to improve operational efficiency within the health establishment to improve health outcomes. Strategic Planning: Prepare a strategic plan for the hospital to ensure it is in line with 10 point plan, national, provincial, regional and district plans. Financial Management: Maximize revenue through collection of all income due to the hospital; ensure that adequate policies, systems and procedures are in place to enable prudent management of financial resources. Planning of financial resources mobilization. Monitoring and evaluation, and Asset and Risk Management, facility Management

ensure business support and system to promote optimal management of the institution as well as optimal service delivery. Ensure that system and procedures are in place to ensure planning and timeous maintenance of facilities and equipment.

POST/02	MEDICAL OFFICER GRADE 1-3
CENTRE	S.S. GIDA HOSPITAL
REF NO	ECHEALTH/MO/SSGH/02/2016
SALARY LEVEL	OSD
SALARY SCALE	R 686 322 R 910 716 pa (All inclusive Package)

REQUIREMENTS

Basic qualifications MBCHB, current registration with HPCSA as Medical Practitioner, valid work permit (if not South African Resident). Ability to work under pressure and within multi- disciplinary. Current registration with HPCSA

EXPERIENCE

GR1: R 686 322.00, 5 years GR2: R 784 743.00, 10 years GR3: R 910 716.00

Depending on experience

DUTIES

Provide and support quality clinical services. Support the integrated and extension of clinical care in the Health system. Manage all clinical and auxiliary services in the Hospital. Must have experience in performing operations and casualty and major theatre and able to transfer skills to newly employed Doctors. Audit and improve quality in the Health Service. Provide leadership support and guidance regarding safe, therapeutic clinical management and appropriate medical practices. Support the development of Health System, support the establishment and development of the Clinical department of Primary Health Care within the District and integration with the community. Unpack, disseminate, implement and enforce Department policies. Current registration with HPCSA as Medical Practitioner, Valid work permits (if not a South African Resident). Ability to work under pressure and within multi-disciplinary.

ENQUIRIES	MS N. GUZANA @ 040 658 0043
APPLICATIONS	Must be submitted to S.S. Gida Hospital, Private Bag X 012 Keiskammahoek, 5670

POST/03	DEPUTY CAMPUS HEAD X 2
CENTRE	MTHATHA & PORT ELIZABETH
REF NO	ECHEALTH/ DCH/ MTHCAMP / 03 / 2016
	ECHEALTH/ DCH /PECAMP/03/2016
SALARY LEVEL	OSD
SALARY SCALE	R 705 057 p.a. (All inclusive Package)

REQUIREMENTS

A manager with a Postgraduate Degree (Master Degree) in Nursing Science, Degree/Diploma in Nursing Education and Management. Current registration with SANC as a Professional Nurse. A minimum of 10 years appropriate / recognizable Nursing experience after registration as a professional nurse with SANC in General Nursing. At least 6 years of the period above must be appropriate/recognizable experience in Nursing Education after obtaining the Nursing Education

qualification. Good understanding and experience of both classroom and clinical teaching including the current National Health priorities (RPHC) and Community Based Education. Ability to identify gaps in curriculum implementation, research, patient-centred approaches and collaboration with health sector partners. Excellent communication, interpersonal and leadership skills. At least 3 - 4 years' experience as a manager. Good communication and advanced Computer skills and a valid driver's licence.

DUTIE

Manage implementation of clinical and theoretical academic content at campus and sub campus level. Ensure quality assurance and change management in the implementation of all teaching and learning programmes and student competencies. Co-ordinate and monitor Community Based Education (CBE) and work-integrated learning (WIL) at campus and sub-campus. Facilitate effective and efficient implementation of College Policies in all disciplines. Oversee clinical allocation of learners in the identified and approved clinical facilities for all the relevant disciplines. Monitor compliance to set standards as laid down by SANC and SAQA. Ensure continuous staff capacity building to promote academic excellence. Exercise supervision and support to academic staff. Manage various submissions in relation to student academic matters, including recruitment, registration and SANC records. Facilitate a research culture for both academics and students to promote evidence-based teaching and learning.

ENQUIRIES **Ms N Links @ 043 700 9704 or Ms Y Malgas @ 040 608 9723**
APPLICATIONS **Must be submitted to Lililtha Central Office, East London or hand delivered to, 40 Lennox Road, Amalinda Main Road East London**

POST/04 **MEDICAL OFFICER GRADE 1-3**
CENTRE **WILLOWVALE CHC**
REF NO **ECHEALTH/ MO/ WILLVCHC/04/2016**
SALARY LEVEL **OSD**
SALARY SCALE **R 686 322- R 910 716 p.a. (All inclusive package)**

REQUIREMENTS

Basic qualification MBCHB, current registration with HPCSA as Medical Practitioner, valid work permit (if not South African Resident). Ability to work under pressure and within multi-disciplinary. Current registration with HPCSA

EXPERIENCE

GR1: R 686 322.00 5 years GR2: R 784 743.00 10 years GR3: R 910 716.00
Depending on experience

DUTIES

Provide and support quality clinical services. Support the integrated and extension of clinical care in the Health system. Manage all clinical and auxiliary services in the Hospital. Must have experience in performing operations and casualty and major theatre and able to transfer skills to newly employed Doctors. Audit and improve quality in the Health Service. Provide leadership support and guidance regarding safe, therapeutic clinical management and appropriate medical practices. Support the development of Health System, support the establishment and development of the Clinical department of Primary Health Care within the District and integration with the community. Unpack, disseminate, implement and enforce Department policies. Current registration with HPCSA as Medical

Practitioner, Valid work permits (if not a South African Resident). Ability to work under pressure and within multi-disciplinary.

REQUIREMENTS

Basic qualification MBCHB, current registration with HPCSA as Medical Practitioner, valid work permit (If not South African Resident). Ability to work under pressure and within multi-disciplinary. Current registration with HPCSA

EXPERIENCE

GR1: R 686 322.00 5 years GR2: R 784 743.00 10 years GR3: R 910 716.00

Depending on experience

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Provide and support quality clinical services. Support the integrated and extension of clinical care in the Health system. Manage all clinical and auxiliary services in the Hospital. Must have experience in performing operations and casualty and major theatre and able to transfer skills to newly employed Doctors. Audit and improve quality in the Health Service. Provide leadership support and guidance regarding safe, therapeutic clinical management and appropriate medical practices. Support the development of Health System, support the establishment and development of the Clinical department of Primary Health Care within the District and integration with the community. Unpack, disseminate, implement and enforce Department policies. Current registration with HPCSA as Medical Practitioner, Valid work permits (if not a South African Resident). Ability to work under pressure and within multi-disciplinary.

ENQUIRIES MS X.O. BUSHULA @ 047 489 2416

APPLICATIONS Must be submitted to Human Resource Office, No. 307 Charlotte Street, Private Bag X 1232, IDUTYWA, 5000

OR TAMBO HEALTH DISTRICT OFFICE

ENQUIRIES Ms U.N Bomela

TEL NO 047 502 9016/083 378 1278

Applications must be submitted to District Manager, OR Tambo Health District Officer, Private Bag X 5005, MTHATHA, 5099

POST/01 HEAD CLINICAL UNIT (FAMILY PHYSICIAN) GRADE I

CENTRE OR TAMBO DISTRICT OFFICE

REF NO ECHEALTH/ORTD/HCU/01/2016

SALARY LEVEL	OSD
SALARY SCALE	R 1 444 857 – R 1 533 516 p.a. (all inclusive package)
REQUIREMENTS	Appropriate qualification that allows registration with the HPCSA as a Medical Specialist (FAMILY PHYSICIAN) . Registration with the HPCSA as Medical Specialist in a normal Speciality (FAMILY PHYSICIAN) or recognized Sub-speciality. A minimum of 3 years appropriate experience as Medical Specialist after registration with the HPCSA as a Medical Specialist in a normal Speciality (FAMILY PHYSICIAN) or in a recognized Sub-speciality. Unendorsed valid Code B driver's licence (code 8). It would be required of the successful candidate to sign a performance agreement.
COMPETENCIES	Knowledge, own clinical discipline, medical ethics, relevant legislation, regulations and policies, Quality assurance and improvement programmes, Programme planning, implementation and evaluation, Information management, Human resources and financial management.
SKILLS	Leadership, Communication, Problem solving, teaching and training, Computer literacy. Behavioural attributes: Stress tolerance, Self-confidence, Objectivity, Ethics, Empathy, Passion for teaching.
DUTIES	
A: GENERAL	Represent own specialist discipline as a member of a District Clinical Specialist Team (DCST) responsible for the delivery of quality health care for mothers, newborns and children at all levels within a health district. Clinical governance, Promote equitable access to an appropriate level of care for all mothers, newborns and children throughout the district. Maintain personal competency in own clinical discipline, whilst ensuring that no more than 20% of time is spent on clinical care at the regional or tertiary hospital. At least 80% of time to be spent on activities within the district outside the regional/tertiary centres.
B: SUPPORT SERVICE DELIVERY:	Support community oriented clinical services in the district by responding to family and community health needs, spanning the range of risk and environmental hazards within families and communities. Primarily support clinics, community health centres and primary health care outreach teams, including engaging private sector practitioners regarding services delivery related matters. Promote clinical effectiveness in all facilities through supporting outreach programmes and development, dissemination or implementation of clinical protocols and standard treatment guidelines aligned with national norms and standards.
C: PROVIDE EDUCATION AND TRAINING:	Facilitate and participate in the training, development and mentorship of health professionals in all facilities within the district.

D: SUPPORT HEALTH SYSTEMS AND LOGISTICS:

Work with the District Management Team to establish and maintain systems including surveillance, health information, communication and referral guidelines and processes to support the delivery of services. Provide support to ensure appropriate infrastructure, equipment, resources and sundries for the provision of quality clinical care.

E: MONITOR AND EVALUATE SERVICES:

Initiate, support and participate in risk management activities for patients, (e.g. critical event analysis, morbidity and mortality meetings), practitioners (e.g. infection control) and the organisation, (e.g. performance reviews). Initiate, support and participate in clinical audits and quality improvement cycles. Implement effective monitoring and evaluation processes, effective use of data and appropriate reporting on outputs and health outcomes. Initiate, support or participate in relevant research; this may require involvement with local academic training institutions.

F: COLLABORATE, COMMUNICATE AND REPORT EFFECTIVELY:

Foster effective teamwork and collaboration within the district specialist team. Enable engagement with the local community and relevant non-Government organisations and private providers. Facilitate and ensure effective communication with all management structures within the district, the regional and tertiary hospitals as relevant as well as the provincial Department of Health. Participate in provincial and national activities and initiatives to improve the health of and health delivery to mothers, babies and children. Present quarterly reports on activities, health services and programmes to line management.

G: SUPPORT ORGANISATIONAL ACTIVITIES

Assist with strategic and operational planning of services in the district and/or catchment area of the regional hospital. Assist with the coordination and supervision of discipline-related services within the district. Assist with the recruitment and management of relevant human resources.

Directions to candidates: Applications must be submitted on prescribed application form (Z83) obtainable from any Public Service Department or <http://www.ehealth.gov.za/uploads/files/110706122520> and must be completed in full accompanied by certified copies of Identity Document, Driver's License, school certificate and formal qualifications together with recent comprehensive Curriculum Vitae, stating the reference number and the post applied for and forwarded to the address provided for each post. **N.B.** No faxed, emailed or late applications will be considered and certifying stamp must not be older than 3 months. Failure to comply with the above instructions will lead to applications being disqualified. **All short-listed candidates will be subjected to reference-checking, security screening and vetting.** Proof of experience on original letter heads must accompany your application where experience is called for in the advert. Correspondence will be limited to short-listed applicants and therefore CV's should include 3 contactable referees (work related). **"People with disabilities are encouraged to apply".**

The Department reserves the right not to appoint to any/all advertised posts.