



ISEBE LEZEMPILO DEPARTMENT OF HEALTH * DEPARTEMENT VAN GESONDHEID

Physical Add : Office No. 310, 3rd floor, Dukumbana Building, Bhisho*Postal Add : Ingxowa eyodwa/Private Bag/Privaatsak X0038, BHISHO 5605 SOUTH AFRICA* Tel No. 040-608 1275* Fax No. 086 726 3761, Email : Lorna.mabhele@echealth.gov.za*

INTERGRATED HUMAN RESOURCE MANAGEMENT

CLOSING DATE: 21 JULY 2017

NOTE: Applications must be posted on the Z83 Form accompanied by copies of Qualification(s), Identity document (certified in the past 03 months), Proof of registration, proof of citizenship if not RSA citizen, a comprehensive CV, indicating three reference persons: Name and Contact Numbers, A relationship with reference, Reference checks will be done on nominated candidate(s). Note: Failure to submit these copies will result in the application not being considered. Please do not send any original certificates, diplomas or testimonials. Applicants must note that further checks will be conducted once they are short-listed and that their appointment is subject to the outcome of these checks include security clearance, security vetting, qualification verification and criminal checking. Note that correspondence will only be conducted with the short-listed candidates. If you have not been contacted by the dept. of Health within three (3) months of the closing date of the advertisement, please accept that your application was unsuccessful. We thank all applicants for their interest. All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by department. Following the interview and the technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS Competency assessments tools. Applications directed to the addresses as indicated below or Hand Delivered as indicated below.

POST: CHIEF EXECUTIVE OFFICER L13

REF NO. ECHEALTH/CEO/DNH/04/06/2017

SALARY: R898 714 –R1 058 691 per annum Level 13

CENTRE: Dora Nginza Hospital

REQUIREMENTS: A Degree/Advanced Diploma in Health related field PLUS a Degree/Diploma in Health Management or Degree/Advanced Diploma in Management Field. Registration with the relevant Professional Council. At least (5) years management experience in the Health Sector at middle management. Experience as a health service manager or significant experience in management in a Health service environment. Knowledge of relevant legislation such as National Health Act, (PFMA), Public Service Regulations Programme and Project management. People management and/ empowerment. A valid Driver's Licence.

DUTIES: To plan, direct, coordinate and manage the efficient and Effective delivery of clinical and administrative support services through working with the key executive management team at the hospital within the legal regulatory framework. To present the hospital authoritatively at provincial and public forums. To provide strategic leadership to improve operational efficiently within the health establishment to improve health outcomes. Strategic Planning: Prepare a strategic Plan for the Hospital to ensure it is in Line with the 10 point plan, national, provincial, regional and

district plan. Finance Management: Maximize revenue through Collection of all income due to the hospital, ensure that hospital is managed within the budget in line with the PFMA and Relevant guidelines. Ensure that adequate policies, systems and Procedures are in place to enable prudent management of financial resources. Planning of financial resources mobilisation. Monitoring and evaluation, and Asset and Risk Management.

ENQUIRES: Dr Matiwane Tel no: 040 608 1163

POST: CHIEF EXECUTIVE OFFICER L12

REF NO. ECHEALTH/CEO/CH/04/06/2017)

SALARY LEVEL: R779 295 - R917 970 per annum, Level 12

CENTRE: Cradock Hospital

REQUIREMENTS: A Degree/Advanced Diploma in Health related field PLUS a Degree/Diploma in Health Management or Degree/Advanced Diploma in Management Field. Registration with the relevant Professional Council. At least (5) years management experience in the Health Sector at middle management. Experience as a health service manager or significant experience in management in a Health service environment. Knowledge of relevant legislation such as National Health Act, (PFMA), Public Service Regulations Programme and Project management. People management and/ empowerment. A valid Driver's Licence.

DUTIES: To plan, direct, coordinate and manage the efficient and effective delivery of clinical and Administrative support services through working with the key executive management team at the hospital within the legal regulatory framework. To present the hospital authoritatively at provincial and public forums. To provide strategic leadership to improve operational efficiently within the health establishment to improve health outcomes. Strategic Planning: Prepare a strategic plan for the Hospital to ensure it is in Line with the 10 point plan, national, provincial, regional and district plan. Finance Management: Maximize revenue through Collection of all income due to the hospital, ensure that hospital is managed within the budget in line with the PFMA and relevant guidelines. Ensure that adequate policies, systems and Procedures are in place to enable prudent management of financial resources. Planning of financial resources mobilisation. Monitoring and evaluation, and Asset and Risk Management.

ENQUIRES: Dr Matiwane Tel no: 040 608 1163

DEPARTMENT OF HEALTH

Applications can be forwarded through one of the following options:

Hand Delivery Human Resource, Dora Nginza Regional Hospital, 05 Spondo Street, Zwide, Port Elizabeth, 6201 **Post to:** Dora Nginza Regional Hospital, Private Bag X11951, Algoa Park, 6003.

Hand Delivery: Human Resource Office, 49 Hospitaal Street, Cradock, 5880. **Post to:** Human Resource Office, Cradock Hospital, Private Bag X55, Cradock, 5880.