



Province of the
EASTERN CAPE
HEALTH

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 : 01 DECEMBER 2016
CLOSING ON : 22 DECEMBER 2016

ENQUIRIES : MR A.K. MUNILAL
TEL NO : 040 608 1911
APPLICATIONS : Must be submitted to Human Resource, Recruitment Office , Shop I Ground Floor
Dukumbana Building Bisho 5608 or posted to Private Bag X0038 Bisho 5608

POST/01: EMERGENCY CARE OFFICER (GRADE1-3) (BAA/AEA)
REF NO : ECHEALTH/BAA/AEA//2016
SALARY LEVEL: OSD
SALARY NOTCH: GRADE 1- R117 783 (BAA)
GRADE 3 -R138 750 (AEA)

CENTRES:

1. Nelson Mandela Bay

Uitenhage	1
Dispatch Base	5
Total	6

2. Chris Hani District

Inxuba yeThemba	1
Lukhanji Sub District	4
Total	5

3. Amatole District

Nkonkobe Base	2
Buffalo City	1
Amahlathi Base	1
Mnquma	2
Total	6

4. Alfred Ndzo District

Maluti Station	1
Total	1

5. Sarah Baartman District

Kouga Base	2
Total	2

6. OR Tambo District

Qaukeni Base	1
KSD Base	2
Total	3

REQUIREMENTS:

Grade 12 or equivalent certificate that allows registration with the Health Professions Council of South Africa (HPCSA) as a BAA/AEA. Knowledge of Basic / Intermediate Life Support Protocols .A valid Code 10 Drivers license with a valid public driving permit (PDP) for passengers is required. Current registration with HPCSA is required.

KEY PERFORMANCE AREAS:

- Render Emergency Medical Care and transportation of the sick and injured according to HPCSA protocols.
- Handle basic administration, patient records, vehicle checklist, log sheets and other necessary administrative duties
- Maintain and clean all equipment, vehicles and the base station.
- Undertake inter-facility transfers of patients.
- The staff needs to be prepared to work shifts and be re-located according to operational needs.
- Ability to work under pressure
- Patient tolerance, empathy and cross-cultural awareness.
- Any other duties assigned by the supervisor.

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.