

CLOSING DATE: 12 JANUARY 2018

NOTE: Applications must be posted on the Z83 Form accompanied by copies of Qualification(s), Identity document (certified within 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 Department 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 Delivery as indicated below:

Post to: Human Resource Office, Frere Hospital, Private bag X 9047, EAST LONDON, 5200 OR Hand deliver to: Human Resource Office, Frere Hospital, Amalinda Main Road, East London, 5200 Enquiries: Ms N Mthitshana Tel no 043 709 2487/2532. Post to: Recruitment Office, Department of Health, Private Bag X0038, Bisho 5605 or hand deliver to: HR Registry, Room 411, 4th Floor, Dukumbana Building, Bisho 5605. Post to: HR Office, Private Bag X9047 Cambridge 5200 or hand deliver to: HR Office, Cecilla Makiwane Hospital 4 Billie Road, Mdantsane, East London, 5219.

Hand delivery for Audit Committee Members and Deputy Director: District Health Services posts will only be accepted during the week of the **18-22 December 2017** and **8-12 January 2018**. This is due to the Department of Health (Head Office) closing for the Christmas and New Year break.

POST: HEAD CLINICAL DEPARTMENT (PAEDIATRICS) REF NO. ECHEALTH/HCD-PEAD/FRH/01/12/2017

SALARY: R1 938 279- R2 057 214 per annum (OSD)

CENTRE: Buffalo City Metro, Frere Hospital

REQUIREMENTS: Registration with the HPCSA as a Specialist plus at least ten years of appropriate experience in the respective department after registration with the HPCSA as a specialist of which six years of management experience in a hospital environment. Leadership, administration, programs planning, assessment of patients within candidate's field of expertise. Management of diversity in the workplace. Counseling and conflict resolution skills.

DUTIES: Co-ordinate specialist services within the central region to ensure equitable distribution of resources to achieve optimal patient care within the defined level of services. Problem solving. Participate in the provision of tertiary and central services. Provide outreach services to clinicians, including expert advice to clinicians to manage patients appropriately. Active participation in the academic undergraduate and postgraduate training programmes. Direct clinical governance activities in the department. Establish protocols for the management of patients. Co-ordinate with relevant departmental heads to ensure optimal care for patients.

Enquiries: Ms N Mthitshana Tel no 043 709 2487/2532.

POST: CHIEF EXECUTIVE OFFICER REF NO. ECHEALTH/CEO/CMH/01/12/2017

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

CENTRE: Buffalo City Metro, Cecilla Makiwane 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 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 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. Enquiries: Dr Matiwane Tel no: 040 608 1163

POST: DEPUTY DIRECTOR: DISTRICT HEALTH SERVICES REF NO. ECHEALTH/DD-DHS/HO/01/12/2017

SALARY: R657 558 – R774 756 per annum (Level 11)

CENTRE: Head Office, District Development

REQUIREMENTS: A three (3) year Degree/ National Diploma in Health Sciences/ NQF seven (7) coupling with. A post graduate qualification in health management will serve as an added advantage. Extensive experience of five (5) years minimum in the District Health System Platform management. The candidate should be computer literate and in possession of a valid driver's license. Strong communication, coordination, leadership and team building skills. Knowledge of DHS policy implementation issues - District Health Planning, District Health Expenditure Reviews, District health information systems, Integrated Development Planning, Inter-Governmental Relations, financial management, problem solving, National Health Act of 2003, National Development Plan and Public Finance Management Act of 1999. The candidate must be willing to work long and abnormal hours and travel extensively across the province and the country.

DUTIES: Coordinate, facilitate and monitor functioning of Governance Structures within the District Health Services including PHC facilities (Clinic/CHC committees, District Health council and consultative forums, Provincial Health Council). Facilitate, monitor and evaluate Supervision of Primary Health Care facilities concerning provision of a comprehensive integrated package of quality service and service delivery reforms and platform. Monitor and evaluate the development and implementation of National Health Insurance Business Plan by the pilot districts in the province as the basis for the possible roll out for the NHI in the country. Facilitate, coordinate and monitor District Health Planning integration with the Integrated Development Plan and alignment to the strategic goals of the department, Performance Reviews and Reporting in all health districts. Facilitate coordination of the Development Partners and NGOs that are supporting District Health System Strengthening. Coordinate and monitor budget for Primary Health Care facilities, In Year Monitoring and District Health Expenditure Reviews. Enquiries: Ms N Zamaka Tel no 040 608 1662

POST: AUDIT COMMITTEE MEMBERS X 5

The Eastern Cape Department of Health calls on all independent suitably qualified and interested persons to serve as members of its Audit Committee for a period of three (3) years with effect from 01 April 2018.

CHAIRPERSON REQUIREMENTS: • Chairperson must have a strong financial, business, auditing and risk management background and appropriate experience in the audit committee environment • Be independent and have knowledge of the status of the position • Have personal qualities and abilities to lead discussions • Encourage other members to participate in Audit Committee meetings • Conduct meetings in a manner that demonstrates a desire to establish effective communication with all stakeholders • Have extensive leadership skills and prior experience of serving on an Audit Committee of a large organisation • Have the interest of the Department of Health

at heart and display the highest levels of integrity and objectivity • Knowledge and understanding of the Department of Health is essential and s/he must display the highest levels of integrity and objectivity • A postgraduate qualification in finance, administration, auditing is required with at least 10 years' experience in public sector audit committees • Be a member of a recognised professional body.

AUDIT COMMITTEE MEMBERS REQUIREMENTS. Members must be independent and be knowledgeable of the status of the position with relevant experience in Corporate Governance and/or Financial Management, Auditing, Information Technology, Law , Risk Management, Public Health System •Demonstrate experience in participating in governance structures • Have the ability to dedicate time to the activities of Department of Health Audit Committee • Analytical reasoning abilities, good communication skills, and a thorough understanding of the regulatory framework within which Provincial departments operate • Possess a sound knowledge of the public health system • Knowledge and understanding of social and infrastructure environments in the public sector • Minimum requirements include a tertiary qualification in either medicine or other related clinical field, auditing, risk management, law, governance and administration, economics, or health with at least 5-10 years' experience of audit committee membership in the public sector.

RESPONSIBILITIES: The Audit Committee is an advisory committee that assist the department in fulfilling its oversight responsibilities with regards to Internal Controls, Risk Management and Governance • The oversight statutory role of the audit committee is in terms of the PFMA, Treasury Regulations and other applicable Regulatory Frameworks • The Audit committee will be required to conduct its duties in accordance with an approved Audit Committee Charter • Help to strengthen objectivity and credibility of financial and non-financial reporting • Monitor the performance of the Internal Audit Unit • Monitor management's responses to reported weaknesses, control deficiencies and make recommendations for improvement. Review compliance with legal and regulatory provisions.

The Audit Committee will report directly to the Head of Department and the Member of Executive Council (MEC) of the Department of Health. The Department will hold a minimum of four (4) Audit Committee meetings per financial year. Remuneration and appointment will be in accordance with the Provincial Treasury Instruction Note No. 6 of 2014/15 - Framework for Appointment and Remuneration of Audit Committee Members.