



Province of the
EASTERN CAPE
 DEPARTMENT OF HEALTH

PROVINCIAL ADMINISTRATION: Eastern Cape DEPARTMENT OF HEALTH

POSTED ON : 08 July 2016

CLOSING ON : 22 July 2016

BISHO HEAD OFFICE

ENQUIRIES Dr T Nogela

TEL NO (040) 608 1931

APPLICATIONS: Must be submitted to Registry Office, Dukumbana Building Private Bag x 0038, Bisho, 5605, Eastern Cape or Hand Delivered to Recruitment Office, Shop I, Dukumbana Building.

ENQUIRIES Dr T Nogela

TEL NO (040) 608 1931

POST/02 DEPUTY DIRECTOR: FORENSIC PATHOLOGY SERVICES

CENTRE BISHO – HEAD OFFICE

REF NO ECHEALTH/DDFPS/02/2016

SALARY LEVEL 12

SALARY SCALE R726 276 – R855 516 p.a (All inclusive benefits)

REQUIREMENTS Relevant B Degree/ National Diploma coupled with the minimum of five years experience at the level of an Assist Director in Public Health care sector or Forensic Pathology Service environment. Strong leadership skills, strategic thinking capacity, contingency planning and strong interpersonal skills. Knowledge of Human Resource Management, Financial Management and Policies relevant to Forensic Pathology Service. The ability to delegate tasks efficiently among team members. Valid Driver's license. Above average computer literacy; MS Office (Word, Excel and PowerPoint). Management report writing skills.

DUTIES Responsible for developing strategies, policies and guidelines in ensuring compliance to all relevant acts, policies and guidelines guiding provision of Forensic Pathology Service in the Province. Develop annual performance plans, set annual performance target and reporting on performance against plans to Provincial and National levels. Management of Forensic Pathology Service budget including allocation of money to District Forensic Pathology Service. Monitor compliance of human resources in all district Forensic Pathology i.e. human resource practices, planning and development, staff relations and employee wellness.

TOWER HOSPITAL**ENQUIRIES** **Mrs V Whitecross****TEL NO** **(046) 645 1122****APPLICATIONS:** Must be submitted to Human Resource Office, Tower Hospital, Private Bag x 228, Fort Beaufort, 5720, Eastern Cape.**POST/04** **PROFESSIONAL NURSE GR1, 2, 3 (GENERAL) X 2****CENTRE** **TOWER HOSPITAL****REF NO** **ECHEALTH/PNTH /04/2016****SALARY LEVEL** **OSD****SALARY SCALE** **R210 702 – R401 922 p.a (plus competitive benefits)****REQUIREMENTS**

Basic qualification accredited with the SANC in terms of Government Notice 425 (i.e Diploma/Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Service Record as proof of previous experience where applicable. Current registration with SANC.

RECOGNITION OF EXPERIENCE

- **Less than 2 year PNA2 GR1 (R210 702)**
- **10 years PNA3, GR2 (R259 134)**
- **20 years PNA4, GR3 (R317 271)**

Provide direction and supervision for the implementation of the nursing plan (clinical practice/ quality patient care). Implement standards, practices, criteria and indicators for quality nursing (quality of practice). Practice nursing and health care in accordance with the laws and regulations relevant to nursing and health care. Maintain a constructive working relationship with nursing and other stakeholders. Utilize human, material and physical resources efficiently and effectively. Perform clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the hospital. Promote quality of Nursing Care.

POST/05 **ENROLLED NURSE GR1, 2, 3****CENTRE** **TOWER HOSPITAL****REF NO** **ECHEALTH/ENTH/05/2016****SALARY LEVEL** **OSD****SALARY SCALE** **R140 559 – R244 260 p.a (plus competitive benefits)**

REQUIREMENTS Qualification that allows registration with the SANC as Enrolled/ Staff Nurse, Service Record as proof of previous experience where applicable. Current registration with SANC.

RECOGNITION OF EXPERIENCE:

- **Less than 2 years, SN1- GR1 (R140 559);**
- **10 years, SN2-GR2 (R167 823);**
- **20 years SN3-GR3 (R198 609).**

DUTIES

Development and implementation of basic patient care plans. Provide basic clinical nursing care. Effective utilisation of resources.

POST/06 **ENROLLED NURSING ASSISTANT GRADE 1, 2, 3**

CENTRE **TOWER HOSPITAL**

REF NO **ECHEALTH/ENATH/06/2016**

SALARY LEVEL **OSD**

SALARY SCALE **R108 690 – R188 886 p.a (plus competitive benefits)**

REQUIREMENTS Qualifications that allows registration with the SANC as Nursing Assistant (Enrolled Nursing Assistant). Service Record as proof of previous experience where applicable. Current registration with SANC.

RECOGNITION OF EXPERIENCE

- **Less than 2 years, ENA 1 GR1 (R108 690)**
- **10 years ENA 2, GR2 (R128 637)**
- **20 years ENA 3, GR3 (153 585)**

DUTIES

Assist patients with activities of daily living (physical care). Provide elementary clinical nursing care. Maintain professional growth/ ethical standards and self. development.

POST/07 **AUXILLIARY WORKER GR1, 2: OCCUPATIONAL THERAPY**

CENTRE **TOWER HOSPITAL**

REF NO **CHEALTH/AW/07/2016**

SALARY LEVEL **OSD**

SALARY SCALE **R138 138 – R188 829 p.a (plus competitive benefits)**

REQUIREMENTS Grade 12 certificate/ equivalent. Effective communication (verbal/ written) communication skills. Sound knowledge of OT process, observational skills. Innovation and creativity. Ability to work with multidisciplinary team drivers license will be an added advantage.

DUTIES

To work under direct supervision of an Occupational Therapist. To assist the running of the department of Occupational Therapy. To assist planning, organizing and implementation of the OT programmes. Organise social, cultural and special events for the mental health care users. To supervise individual or group of mental health care users in activity participation. To ensure health and safety is taken into consideration when running activities.

BEDFORD HOSPITAL**ENQUIRIES** Mrs H Gouws**TEL NO** (046) 685 0043

APPLICATIONS: Must be submitted to Human Resource Office, Bedford Hospital, Private Bag x 111, Bedford, 5780 or Hand Delivered to Human Resource Office No. 4 Bedford Hospital, Maitland Street, Bedford, Eastern Cape.

POST/08 ENROLLED NURSE GR1, 2, 3

CENTRE BEDFORD HOSPITAL
REF NO ECHEALTH/ENBH/08/2016

SALARY LEVEL OSD**SALARY SCALE** R140 559 – R244 260 p.a (plus competitive benefits)

REQUIREMENTS Qualification that allows registration with the SANC as Enrolled/ Staff Nurse, SERVICE RECORD as proof of previous experience where applicable. Current registration with SANC.

RECOGNITION OF EXPERIENCE:

- Less than 2 years, SN1- GR1 (R140 559);
- 10 years, SN2-GR2 (R167 823);
- 20 years SN3-GR3 (R198 609).

DUTIES

Development and implementation of basic patient care plans. Provide basic clinical nursing care. Effective utilisation of resources.

BUFFALO CITY METRO HEALTH DISTRICT**ENQUIRIES** Ms H Hlulani**TEL NO** (043) 711 1100

APPLICATIONS: Must be submitted to Human Resource Office, Buffalo City Metro Health District, Private Bag x 9015, Main Post Office, East London, 5200, Eastern Cape.

POST/09 ASSISTANT MANAGER NURSING (PHC) X 2**CENTRE** MDANTSANE & EAST LONDON PHC**REF NO** ECHEALTH/AMNPHCM /09/2016

ECHEALTH/AMNPHCEL/09/2016

SALARY LEVEL OSD**SALARY SCALE** R509 148 – R573 042 p.a (plus competitive benefits)**REQUIREMENTS**

Basic qualification accredited with the SANC in terms of Government Notice 425 (i.e diploma/ degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse plus a post basic nursing qualification with duration of at least 1 year, accredited with the SANC in terms of Government Notice R212 in PHC speciality. A minimum of 10 years appropriate/ recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 6 years

of the period referred to above must be appropriate/ recognisable experience after obtaining the 1 year post basic qualification in the PHC specialty. At least 3 years of the period referred to above must be appropriate/ recognisable experience at management level.

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 working relationships with nursing and other stakeholder (i.e. inter professional, inter- sect oral and multi-disciplinary teamwork. Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures. Manage human resources. Monitor and ensure proper utilization of financial and physical resources.

BUFFALO CITY METRO HEALTH DISTRICT

GREY HOSPITAL

ENQUIRIES Ms NW Phillip

TEL NO (043) 643 3300

APPLICATIONS: Must be submitted to Human Resource Office, Grey Hospital, Private Bag x 7443, King William's Town, 5600, OR Hand delivered to Human Resource Office, Lonsdale Street, King William's Town, Eastern Cape.

POST/01 **OPERATIONAL MANAGER SPECIALTY: MEDICAL & SURGICAL**

CENTRE **GREY HOSPITAL**

REF NO **ECHEALTH/OMSS /01/2016**

SALARY LEVEL **OSD**

SALARY SCALE **R465 939 – R524 415 p. a (plus competitive benefits)**

REQUIREMENTS 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 qualification with a duration of at least 1 year accredited with the SANC in terms of Government Notice No. R212 (**MEDICAL & SURGICAL**). A minimum of 9 years appropriate/ recognisable experience in nursing after registration as Professional nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/ recognisable experience in the **Medical & Surgical** after obtaining the 1 year post basic qualification in the **Medical & Surgical** specialty Current registration with SANC.

DUTIES Coordination of optimal, holistic specialised nursing care provide within set standards and a professional/ legal framework. Manage effectively the utilisation and supervision of resources. Coordination of the provision of effective training and research. Provision of effective Support to Nursing Services. Maintain professional growth/ ethical. standards and self-development.

POST/02 **PROFESSIONAL NURSE SPECIALTY GR 1, 2: THEATRE X 2**

CENTRE **GREY HOSPITAL**

REF NO **ECHEALTH/PNST /02/2016**

SALARY LEVEL	OSD
SALARY SCALE	R317 271 – R479 928 p. a (plus competitive benefits)
REQUIREMENTS	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 qualification with a duration of at least 1 year accredited with the SANC in terms of Government Notice No. R212 (THEATRE). A minimum of 4 years appropriate/ recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing, Service Record as proof of previous experience where applicable. Current registration with SANC

RECOGNITION OF EXPERIENCE

- **Less than 14 years PNB 1 GR1 (R317 271)**
- **14 years PNB 2, GR2 (R390 216259 134)**

DUTIES	Provision of optimal, holistic specialised nursing care with set standards and within a professional/ legal framework. Effective utilisation of resources. Participation in training and research. Provision of support to nursing services. Maintain professional growth/ ethical standards and self- development.
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POST/03	PROFESSIONAL NURSE GR1, 2, 3 (GENERAL)
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CENTRE	GREY HOSPITAL
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REF NO	ECHEALTH/PNTH /03/2016
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SALARY LEVEL	OSD
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SALARY SCALE	R210 702 – R401 922 p .a (plus competitive benefits)
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REQUIREMENTS

Basic qualification accredited with the SANC in terms of Government Notice 425 (i.e Diploma/Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Service Record as proof of previous experience where applicable. Current registration with SANC.

RECOGNITION OF EXPERIENCE

- **Less than 2 year PNA2 GR1 (R210 702)**
- **10 years PNA3, GR2 (R259 134)**
- **20 years PNA4, GR3 (R317 271)**

Provide direction and supervision for the implementation of the nursing plan (clinical practice/ quality patient care). Implement standards, practices, criteria and indicators for quality nursing (quality of practice). Practice nursing and health care in accordance with the laws and regulations relevant to nursing and health care. Maintain a constructive working relationship with nursing and other stakeholders. Utilize human, material and physical resources efficiently and effectively. Perform clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the hospital. Promote quality of Nursing Care.

GENERAL: All applications must be submitted on Z83 form obtainable from any Public Service Department or <http://www.echealth.gov.za / uploads / files / 110706122520pdf>. The Z83 must be completed in full and signed and must be accompanied by certified copies of the ID, driver's license, matric certificate and other Qualifications, together with an updated Curriculum Vitae, stating the reference number and the post for which being applied and forwarded to the address above. NB: No Faxed, e-mailed or late applications will be considered. The Department

reserves the right not to fill the post. Correspondence will be limited to shortlisted candidates only. Shortlisted candidates should avail themselves for the interviews at the specified time and venue as determined by the Department otherwise they will forfeit the opportunity.