Province of the
EASTERN CAPE
HEALTH

Office of the: Acting Chief Executive Officer – DR K. Makhamba
Livingstone Tertiary Hospital including PE Provincial Hospital
Livingstone Hospital. Ground Floor. Olmar Building. Stanford Road. Korsten. Posrt Elizaberth. Eastern Cape
Private Bag X60572 . Greenacres. 6057. REPUBLIC OF SOUTH AFRICA
Tel 041 405 2275/6 . Fax: 041 405 2180.
We3bsite : www.ecdoh.gov.za . Khanyisa.Makhamba@echealth.gov.za

Ref. No.:
Enquiries :Ms L .Mabanga
Imibuzo: 041 4052348

Date: 17/06/2020

ADVERT   : COVID-19 GENERAL WORKERS AND CLERKS
NUMBER POSTS   : 100 POSTS
INSTITUTION   : LIVINGSTONE HOSPITAL
REMUNARATION   : R 3 500 PER MONTH (STIPEND)

GENERAL WORKERS & CLERKS – CONTRACT OF EMPLOYMENT ENDING 31 MAY 2021

CLOSING DATE: 29 JUNE 2020

NOTE: Applications must be submitted on the Z83 form accompanied by the following
- CV
- Certified copy of Identity Document Certified copy of educational results
- Proof of residence ie Municipality Account, letter of ward councillor etc

Failure to submit these documents will result in application not being considered. Certification of the documents should not be older than 6 months

REQUIREMENTS

ABET OR Grade 10 for General Assistants, No Experience. Experience as a General Assistant will an added advantage.

Grade 12 for Clerical duties. One year working experience or previously served internship in the ECDOH will serve as added advantage.

Preference will be given to residence of Nelson Mandela Bay Metropolitan

RESPONSIBILITIES

- **General Assistants**
  Cleaning of the Hospital Wards and Offices, Serving of Patient food, Handling of linen, Grounds and Waste Management

- General Administration
  Pottering Services, Assist with Clerical duties (Ward and Patient Records)

- And any other related duties

All Applications must be submitted to the Human Resources Section (Recruitment), Nurses Home, second floor, Livingstone Tertiary Hospital, Port Elizabeth.

Note applicants who submitted CVs previously must please re submit

DR K. MAKHAMBA
CHIEF EXECUTIVE OFFICER (CEO)

DATE: 2020/06/18