



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 : 23 NOVEMBER 2016

CLOSING ON : 09 DECEMBER 2016

BISHO HEAD OFFICE

POST/01: DISTRICT LABORATORY SERVICE CO-ODINATOR (MEDICAL TECHNOLOGIST) X2

TERM: (SIX MONTHS CONTRACT)

CENTRE: BUFFALO CITY HEALTH DISTRICT

ALFRED NZO HEALTH DISTRICT

REF NO: ECHEALTH/DLSC/BH/01/2016

REF NO: ECHEALTH/DLSC/BH/01/2016

SALARY LEVEL: OSD

SALARY SCALE: R262 020– R299 592 p.a (plus competitive benefits)

REQUIREMENTS:

Bachelor's Degree or equivalent in medical technology. Good written and verbal communication. Report writing coordination and liaison. Ability to work under pressure. Driver's license with a code 8 and willing to travel. Demonstrate ability to use health information for planning. Knowledge of health and public service legislation, regulation and policies. Knowledge in the application of clinical medical technology theory, practice and ethics. Knowledge in the application of public and human resource management systems. Computer literacy and competency in word processing, spreadsheet and Power Point. Three to five years experience in a Supervisory position. Registration with HPCSA as a Medical Technologist. Understanding of the relevant acts/ prescripts and legislation. Knowledge of the functioning of the National, Provincial and Local Governments and more especially at the strategic level management responsiveness pro-activeness and professionalism.

KEY PERFORMANCE AREAS:

Guide and direct process of policy and strategy implementation. Monitor and evaluate the implementation of quality assurance programmes for laboratory services/ blood and blood products. Facilitate the registration of clinicians in terms of name HPCSA number & MP number/ SANC number into the NHLS Laboratory Information Systems (LIS). Facilitate and strengthen the management of Clinic Laboratory Interface (CLI). Provide support and coordination of the delivery of services by the SANBS and the NHLS. Strengthen partnerships and collaboration of relevant stake-holders. Provide administrative activities. Manage change and diversity in the health district sub-programme. Manage resources.

BISHO HEAD OFFICE

ENQUIRIES: MR M Noyakaza Tel No: (040) 608 0839

NB: ALL 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, Bisho.

NEW HAVEN CHRONIC SICK HOSPITAL

POST/01: ENROLLED NURSING ASSISTANT GR 1, 2, 3

CENTRE: NEW HAVEN CHRONIC SICK HOSPITAL

REF NO. REF ECHEALTH/ENA/NHCSH01/2016

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)**

KEY PERFORMANCE AREA:

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

NEW HAVEN CHRONIC SICK HOSPITAL

ENQUIRIES: Ms K Mntumni Tel No: (043) 726 8770

NB: ALL APPLICATIONS: Must be submitted to Human Resource Office, No. 12 Cavendish Road, Vincent, East London Eastern Cape.

Directions to candidates: Applications must be submitted on prescribed application form (Z83) obtainable from any Public Service Department or <http://www.echealth.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.