



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 : 06 FEBRUARY 2017

CLOSING ON : 23 FEBRUARY 2017

**CHRIS HANI DISTRICT
FRONTIER HOSPITAL
ENQUIRIES : MS T. Marongo
CONTACT : 045 808 4234**

APPLICATIONS MUST BE FORWARDED TO FRONTIER HOSPITAL, KINGSWAY AVENUE PRIVATE BAG X 7063 QUEENSTOWN 5320 OR HAND DELIVERED TO HUMAN RESOURCE OFFICE

POST/1 SENIOR MANAGER MEDICAL SERVICES

CENTRE FRONTIER HOSPITAL

REF NO SNR/MS/FRON/01/02/2017

SALARY LEVEL R 1 263 669 – R 1 533 516 p.a (all inclusive)

MINIMUM REQUIREMENTS (EDUCATIONAL AND EXPERIENCE)

- An appropriate qualification that allows full registration with the health professional council of South Africa (HPCSA) as a medical practitioner
- Master's in Public Health / Masters in Business Administration
- A minimum of three (10) years appropriate experience after registration with the HPCSA as a medical practitioner of which three (3) years must be administration
- Current registration with HPCSA
- A valid driver's license
- Computer literacy

ADDITIONAL REQUIREMENTS THAT WILL SERVE AS A RECOMMENDATION:

- Strong leadership, strategic , operational and contingency planning, managerial and organizational skills.
- Relevant experience in managing hospitals/ senior medical staff by permanent appointment or acting appointment
- Understanding of all the legal frameworks that are applicable in public service i.e. National Health act, PFMA, PSA, PSR, etc.

KEY PERFORMANCE AREAS

STANDARD RESPONSIBILITIES AS PER JOB DISCRPTION

- Give strategic direction and leadership to the Clinical and support directorate.
- Work with the Chief Executive Officer to ensure effective efficiency and sustainable delivery of the Frontier Hospital Clinical Governance strategy.
- Improve and support of the partnership with Walter Sisulu University for training of medical personnel and enhance joint staff Establishment.
- Plan, implement, lead and support the development of clinical and related support services in the hospital. Working with heads of Clinical Departments, Pharmaceutical services, Clinical Support and Nursing Services management.
- Develop and maintain leadership including co-ordination and communication with staff and clients in the clinical services and the region.
- Work in partnership with others to develop, take forward and evaluate direction, and strategies.
- Management of Clinical Services budget including grants.
- Develop a culture that improves quality of provided clinical services.
- Promote health and well-being of patients and prevent adverse effect on health and well-being of patients through contributing to the development, implementation and evaluation of related policies.
- Plan, implement, monitor and evaluate the hospital outreach and in- reach support programs.
- Plan, develop and evaluate methods and processes for gathering analysis, interpreting and presenting health information.
- Ensure implementation and attainment of National Health Core Standards.

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.