



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** : 18 May 2017  
**CLOSING ON** : 01 June 2017

**ALFRED NDZO DISTRICT**

**ENQUIRIES** MR SIGOLA  
**TEL NO.** 039 255 0333  
**APPLICATIONS:** Applications must be forwarded to the Department of Health, Madzikane ka Zulu Hospital, Private Bag X9002 Mt Frere 5090

**POST** CHIEF EXECUTIVE OFFICER  
**CENTRE** MADZIKANE KAZULU MEMORIAL HOSPITAL  
**REF NO** ECHEALTH /MKZMH/CEO/2017  
**SALARY LEVEL** 12  
**SALARY NOTCH** R779 295- R 917 970 (Plus Competitive Benefits)

**Requirements and Competencies**

A Degree/ Advance Diploma in Health related field plus Degree /Diploma in Health Management or Degree/ Advanced Diploma in Management field. Registration with the relevant professional Council. At least five (5) years Managerial experience in the Health Sector at middle Management. Experience as a health service manager or significant experience in management in a Health service environment. A valid driver's license. Knowledge of relevant Legislation such as National Health Act, Public Financial Management Act (PFMA), Public Service Leadership programme and project management. People Management and Empowerment. Service delivery innovation. Knowledge Management. Client Orientation and customer focus.

## Key Performance Areas

To plan, direct, coordinate and manage the efficient delivery of clinical and Administration support service through working with the key executive management team at the hospital within the legal regulatory framework. To present the hospital authority at provincial and public forum. 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 10 point plan, national, provincial, regional and district plans. Financial Management: Maximize revenue through collection of all income due to the hospital; ensure that the adequate policies, systems and procedures

are in place to enable to prudent management of financial resources. Planning of financial resources mobilization monitoring and evaluation, and Asset and Management, Facility Management, ensure business Risk support and system to promote optimal management of the institution as well as optimal service delivery. Ensure that system and procedures are place to ensure planning and timeous maintenance of facilities and equipment.

GENERAL: All applications must be submitted on Z83 form obtainable from any Public Service Department or [http://www.ehealth.gov.za / uploads / files / 110706122520.pdf](http://www.ehealth.gov.za/uploads/files/110706122520.pdf). 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.

**“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 the department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a managerial competency assessment. The competency assessment will testing generic managerial competencies using the mandated DPSA SMS competency assessment tools”**