

Circular No 1 of August 2017

CLOSING DATE: 25 August 2017

NOTE: Applications must be posted on the Z83 Form accompanied by copies of Qualification(s), Identity document (certified within the past 03 months), Proof of registration, proof of citizenship if not RSA citizen, a comprehensive CV, indicating three reference persons: Name and Contact Numbers, A relationship with reference, Reference checks will be done on nominated candidate(s). Note: Failure to submit these copies will result in the application not being considered. Please do not send any original certificates, diplomas or testimonials. Applicants must note that further checks will be conducted once they are short-listed and that their appointment is subject to the outcome of these checks include security clearance, security vetting, qualification verification and criminal checking. Note that correspondence will only be conducted with the short-listed candidates. If you have not been contacted by the Department of Health within three (3) months of the closing date of the advertisement, please accept that your application was unsuccessful. We thank all applicants for their interest. 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 department. Following the interview and the technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS Competency assessments tools. Applications directed to the addresses as indicated below or Hand Delivery as indicated below.

APPLICATIONS: Bhisho Head Office: Post to: Private Bag X0038, Bhisho, 5605 or Hand delivered at UIF Building, Phalo Avenue, Bhisho, 5605. Enquiries: Mr HK Munilal – Tel No. 040 608 1693. Post to: **Cofimvaba Hospital**, Private Bag X 1207, COFIMVABA, 5380 or Hand delivery to Cofimvaba Hospital, 5380. Enquiries: Ms Mbana - TEL NO: 047 874 0111, Post to: **Buffalo City Metro Health District**, Private Bag X9015, EAST LONDON, 5200, Or Hand delivery No 64 Terminus street, Old Standard Bank Building, E.L, 5200, Enquiries: Ms H Hlulani – TEL NO: 043 7433 006/057. **Post to:** Human Resource Office, Post to: **Forensic Barkly East**, P O Box 1024, Queenstown, 5320 or Hand Delivery Forensic Barkly East, CSSD Building, Komani Psychaitric Hospital, Queenstown, Enquiries: Mr B Zantsi – Tel No. 045 858 8112, Post to: Human Resource Office, **Frontier Hospital**, Private bag X 7063, QUEENSTOWN, 5320 or hand delivery to Frontier Hospital, 5320. Enquires: Mrs P Marongo - TEL NO: 045 8084 272. **Post to:** Human Resource Office, **Zithulele Hospital**, Private bag X 504, MQANDULI, 5080 or hand delivery to Admin Area – Zithulele Hospital, MQANDULI, 5080. **Enquires:** Ms Tengile - TEL NO: 047 8573 8936/073 2000 217, Post to : Hospital Manager , **Butterworth Hospital**, Private Bag X 3051, Butterworth, 460 or hand delivered to Butterworth Hospital , Main Registry. Enquiries: Ms Mtshemla – Tel No -047 401 9000, Post to: Human Resource, Recruitment Office, **Intsika Yethu Sub-District**, Private Bag X 1250, COFIMVABA, 5380. Enquiries: Ms A Mabentsela - TEL NO: 047 874 0079, Post to: Human Resource Office, **St Elizabeth Hospital**, Private Bag x1007, LUSIKISIK, 4820. Enquiries: Mr M Nozaza - TEL NO: 039 253 5012. Post to: Human Resource Office, **Tower Hospital**, Private Bag X228, FORT BEAUFORT, 5720 .Enquiries Mr HC Potgieter Tel No - 046-6451122, Post to: Human Resource Officer, **Victoria Hospital**, Private Bag X1300, ALICE, 5700 Enquiries Ms Mangesi Tel No - 040-653 1141. Post to: Human Resource Department, **Craddock Hospital**, Private Bag X55, CRADOCK 5880 Enquiries : Ms FJ Danster - Tel No. 048 881 2123, Post to: **Madzikane kaZulu Memorial Hospital** P/Bag X 9003 Mount Frere, 5090. Enquiries: Mr Sigola Tel No. 039 255 8200, Post to: Human Resource Office, **Nelson Mandela Bay Health District**, P/Bag X28000, Greenacres, Port Elizabeth, 6057. Enquiries: Mrs NA Ngxata Tel No. 047 532 5536.

Post to: **Burgersdorp Hospital**, P/Bag X 6 Burgersdorp 9744 or Hand Delivery: Daantjie Van Den Heeven Street, Burgersdorp, Enquiries Ms N Zondi- Tel No. 051 653 1881/ 2/ 3.

POST: CLINICAL MANAGER MEDICAL - REF NO. ECHEALTH/CMM/BH/01/08/2017

SALARY: R 1 052 712 – R 1 168 350 per annum. (OSD)

CENTRE: Amathole District – Butterworth Hospital

Requirements: MBCHB/MBBS qualification. Registration with the Health Professions Council of South Africa as a Medical Practitioner. 10 years' experience after registration as a Medical Practitioner. Valid works permit if not a South African. Computer literate, multi-disciplinary team. Understanding of PFMA and treasury regulations. Good written and verbal communication and interpersonal skills.

Duties: Provide and support quality clinical services. Manage the integration and extension of clinical care in the health system. Manage all clinical and auxiliary services in the hospital. Manage the auditing and improvement of quality in the health services. Provide leadership support and guidance regarding safe, therapeutic clinical management and appropriate medical practices. Support the development of the health system and establishment of clinical department of Primary Health Care within the district and integration with district health planning and relationship with the community. Unpack implement and enforce departmental policies.

Assists in rendering stock replacement in order to ensure pharmacies, clinics, wards and pharmacy stores are appropriately stocked to meet service delivery needs. Assist in ordering, receipting, recording, maintaining and storing pharmaceutical and non-pharmaceutical products (up to schedule 5 pharmaceutical product) in accordance with prescribed standard operating procedures and relevant legislation. Assist in distributing pharmaceutical and non-pharmaceutical products to pharmacies, clinics and wards. Pack and pre-pack pharmaceuticals under the direction of the pharmacist supervision. Compound non-sterile pharmaceutical products according to a documented procedure or formula.

Enquiries: Ms Mtshemla – Tel No -047 401 9000

POST: MEDICAL SPECIALIST GRADE 3 (Psychiatry) - REF NO. ECHEALTH/MS - PSY/TH/01/08/2017

SALARY: R 991 857 – R1 645 464 per annum. (OSD)

CENTRE: Amathole District – Tower Hospital

REQUIREMENTS: Basic Medical degree (MBBCH or equivalent) appropriate qualification that allows registration with the HPCSA as a specialist psychiatrist, e.g. MMed or FC psych (SA). Registration with HPCSA as a specialist psychiatrist.

DUTIES: Provide in- and out-patient specialist psychiatric care as a consultant. Doing rounds and supervising medical officers. Providing psychiatric service within the district, including outreach. Conduct and report on research and regular clinical audits. Participation in management committees.

ENQUIRIES: Mrs. V. Whitecross – 046-6455000/5008

POST: MEDICAL SPECIALIST GRADE 3 (Ophthalmology) - REF NO. ECHEALTH/MS - OPTH/FH/01/08/2017

SALARY: R 991 857 – R1 645 464 per annum. (OSD)

CENTRE: Chris Hani District – Frontier Hospital

REQUIREMENTS: An appropriate qualification that allows registration with HPCSA as a Medical Specialist. Current registration with the HPCSA as a Medical Specialist in Ophthalmology. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Medical Specialist Grade 1: None after registration with HPCSA in the normal specialty. Grade 2: Minimum of 5 years appropriate experience as Medical Specialist after registration with the HPCSA as Medical Specialist in a specialty. Medical Specialist Grade 3: A minimum of 10 years appropriate experience as Medical Specialist after registration with HPCSA in Ophthalmology.

DUTIES: Training of undergraduate and post graduate medical students. Active participation in quality improvement programmes including clinical audits and continuous professional development activities. Attend to administrative matters as pertains to the unit. The candidate will under the direction of the head of the Department of General Surgery inter alia: Undertake regular ward rounds, maintain and develop specialist services according to clinical service demands. Attend to patients requiring surgical services. Attend to patients in Surgery outpatient clinics. Conduct specialist ward rounds Provide after hour cover in general surgery and clinical support to junior staff. Provide

advice to district/regional level hospitals. Manage/supervise allocated human resources. Ensure equipment is maintained. Undertake administration of surgery unit and have input into the unit's administration. Undertake undergraduate and postgraduate training and support relevant clinical research and clinical trials. Assist with the setting of protocols for management for General Surgery. Develop measures to ensure quality assurance for the General surgery unit. Attend to meetings and workshops as directed. Comply with all legal prescript Acts, Legislatives, Policies, Circular, Procedure, Guidelines and code of conduct for public service. Adhere to correct channels of communication as per the hospital organogram. Maintain clinical, professional and ethical stand.
Enquires: Mrs P Marongo - TEL NO: 045 8084 272

**POST: ASSISTANT MANAGER PHARMACEUTICAL SERVICES- REF
NO.ECHealth/AMPHARM/FH/01/08/2017**

SALARY: R 805 236 – R 934 515 per annum (OSD)

CENTRE: Chris Hani District – Frontier Hospital

REQUIREMENTS: Basic qualification accredited with the South African Pharmacy Council (SAPC) that allows registration with the SAPC as a Pharmacy. A minimum of 7 years relevant/ appropriate experience after registration as a Pharmacist with the SAPC.

DUTIES: Ensure a Continuous effective, efficient secure drug supply and distribution. Manage the provision of quality pharmaceutical service. Provide professional advisory services to the Hospital, Clinics and other stakeholders. Manage financial and physical resources. Manage Human Resources.

Enquires: Mrs P Marongo - TEL NO: 045 8084 272

POST: MEDICAL OFFICER GRADE 1 – 3 (2 Posts)

SALARY: R736 425 – R1 221 723 per annum. (OSD)

CENTRE: Buffalo City Metro – Empilweni Gomo CHC REF NO. ECHealth/MO/EMG/01/08/2017, Notyatyambo CHC REF NO. ECHealth/MO/NOTY/01/08/2017

REQUIREMENTS: An appropriate qualification that allow registration with HPCSA as a Medical Practitioner. Current registration with the HPCSA as a Medical Practitioner. Applicants in possession of a foreign qualification must attach to their applications an evaluation certificate from the South African Qualifications Authority (SAQA) or any other regulating bodies. Grade 1: No Experience required. Grade 2: Minimum of 5 years relevant experience after registration. Grade 3: Minimum of 10 years' experience after registration.

DUTIES: Provision of quality patient centred care for all patients. Examine, investigate, diagnose and oversee the treatment of patients in the emergency department. Provision of after- hours services to care for emergencies presenting to the institution. Training and supervision of undergraduate and/or post graduate medical students. Participation in activities within the discipline including case presentations, unit rounds presentations, journal club and other departmental meetings. Render applicable administration functions. Attend to meetings, workshops and training courses as directed by the Head of Department. Perform other duties as assigned by the supervisor. Observe and comply with all departmental policies and guidelines regulating employment relationship clinical functioning.

Enquiries: Ms H Hlulani – TEL NO: 043 7433 006/057

POST: MEDICAL OFFICER GRADE 1 – 3 - REF NO. ECHealth/MO/FH/01/08/2017 (2 Posts)

SALARY: R736 425 – R1 221 723 per annum. (OSD)

CENTRE: Chris Hani District – Frontier Hospital

REQUIREMENTS: An appropriate qualification that allow registration with HPCSA as a Medical Practitioner. Current registration with the HPCSA as a Medical Practitioner. Applicants in possession of a foreign qualification must attach to their applications an evaluation certificate from the South African Qualifications Authority (SAQA) or any other regulating bodies. Grade 1: No Experience required. Grade 2: Minimum of 5 years relevant experience after registration. Grade 3: Minimum of 10 years' experience after registration.

DUTIES: Provision of quality patient centred care for all patients. Examine, investigate, diagnose and oversee the treatment of patients in the emergency department. Provision of after- hours services to care for emergencies presenting to the institution. Training and supervision of undergraduate and/or post graduate medical students. Participation in activities within the discipline including case presentations, unit rounds presentations, journal club and other departmental meetings. Render applicable administration functions. Attend to meetings, workshops and training courses as directed by the Head of Department. Perform other duties as assigned by the supervisor. Observe and comply with all departmental policies and guidelines regulating employment relationship clinical functioning.

Enquires: Mrs P Marongo - TEL NO: 045 8084 272

POST: PHARMACIST GRADE 1-3 - REF NO. ECHEALTH/PHARM/MKH/01/08/2017

SALARY: R615 945 – R781 611 per annum (OSD)

CENTRE: Alfred Nzo District – Madzikane Kazulu Hospital

REQUIREMENTS: Basic qualification accredited with the South African Pharmacy Council (SAPC) that allows registration with the SAPC as a Pharmacist. Current proof of registration with SAPC as a Pharmacist. Grade 2: A minimum of 5 years appropriate experience after registration as a Pharmacist with the SAPC. Grade 3: A minimum of 13 years appropriate experience after registration as a Pharmacist with the SAPC.

DUTIES : Supervise Pharmacist assistants and Interns and ensure their optimal utilization. Stock control and waste management (logistics) – prepare the order in Accordance with the predetermined stock levels for authorization by unit supervisor. Check shelves regularly for expired medicine and clean and defrost the refrigerator once a month, clean the dispensing surfaces daily, Monitor fridge temperatures and atmospheric temperatures twice a day. Dispense strictly according to the hospital formulary, prepare each item and label it in accordance with the SOP and with due consideration of the legal requirements. Record the quantities dispensed and sign the prescription. Ensure that schedule 5 and 6 drugs are handled and recorded appropriately. Quarterly balance checks to be done. Each prescription must be handed to the patient in a manner that meets the minimum requirements of Good Pharmacy Practice. Compound batches of various products strictly according to the manufacturing SOP. Also compounding for patient specific prescriptions. Determine and ensure maximum stock levels for the wards are maintained, monitor stock levels in wards. Review prescriptions daily and implement. Provide pharmaceutical care to patients and ensure rational drug use is taking place. Ensure that quality is monitored on a daily basis. Med error reporting, ADR reporting and GPP is complied with. Also ensure compliance with the National Core standards. Quality improvement projects to be implemented and carried out. Be part of the pharmacists training support staff, nurses as well as Interns in the institution. After hours services (call) to be rendered as per policy.

Enquiries: Mr Sigola Tel No. 039 255 8200

POST: OPERATIONAL MANAGER SPECIALITY GRADE 1- 2 (Female Surgical)

-REF NO. ECHEALTH/OMS/ZH/01/08/2017

SALARY: R499 953 – R562 698 per annum (OSD)

CENTRE: OR Tambo District – Zithulele Hospital

REQUIREMENTS: Basic qualification accredited with the South African Nursing Council in terms of Government Notice R425 (i.e. Degree/ Diploma in Nursing with Advanced Midwifery) or equivalent qualification that allows registration with the South African Nursing Council as a Professional Nurse plus a post basic nursing qualification with a duration of at least 1 year, accredited with the SANC in terms of Government Notice R212 in **(Clinical Assessment, Treatment & Care)**. A minimum of 9 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/ recognisable experience after obtaining the 1 year post basic qualification in the relevant specialty.

DUTIES: Provide a comprehensive health care service in the health hospital, to ensure that nursing care is rendered in accordance with the laws and regulations. Client orientation and customer focus, personal management, change management. Promote and ensure quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Demonstrate basic understanding of human resource, financial policies, nursing legislation, relevant ethical Nursing practice and how this impact on service delivery. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues including more complex report writing when required.

Enquires: Ms Tengile - TEL NO: 047 8573 8936/073 2000 217

POST: OPERATIONAL MANAGER SPECIALITY GRADE 1- 2 - REF NO. ECHEALTH/OMS/EGCHC/01/08/2017

SALARY: R499 953 – R562 698 per annum (OSD)

CENTRE: Buffalo City – Empilweni Gombo CHC

REQUIREMENTS: Basic qualification accredited with the South African Nursing Council in terms of Government Notice R425 (i.e. Degree/ Diploma in Nursing) or equivalent qualification that allows registration with the South African Nursing Council as a Professional Nurse plus a post basic nursing qualification with a duration of at least 1 year, accredited with the SANC in terms of Government Notice R212 **(Clinical Assessment, Treatment & Care)**. A minimum of 9 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/ recognisable experience after obtaining the 1 year post basic qualification in the relevant specialty.

DUTIES: Provide direction and supervision for the implementation of the Nursing Plan (clinical practice /quality patient care). Implement, criteria and indicators for quality nursing (quality of practice). Practice nursing and health care in accordance with the law and regulation relevant to nursing and health care. Maintain a constructive working relationship with nursing and other stakeholders. Utilize human. Material and physical resources effectively and efficiently.

Enquiries: Ms H Hlulani – Tel No: 043 7433 006/057.

POST: OPERATIONAL MANAGER SPECIALITY (OPD) GRADE 1- 2 - REF NO. ECHEALTH/OMS/CH/01/08/2017

SALARY: R499 953 – R562 698 per annum (OSD)

CENTRE: Cofimvaba Hospital

REQUIREMENTS: Basic qualification accredited with the South African Nursing Council in terms of Government Notice R425 (i.e. Degree/ Diploma in Nursing) or equivalent qualification that allows registration with the South African Nursing Council as a Professional Nurse plus a post basic nursing qualification with a duration of at least 1 year, accredited with the SANC in terms of Government Notice R212 in the relevant specialty. A minimum of 9 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/ recognisable experience after obtaining the 1 year post basic qualification in the relevant specialty.

DUTIES: Provide a comprehensive health care service in the health hospital, to ensure that nursing care is rendered in accordance with the laws and regulations. Client orientation and customer focus, personal management, change management. Promote and ensure quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Demonstrate basic understanding of human resource, financial policies, nursing legislation, relevant ethical Nursing practice and how this impact on service deliver. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues including more complex report writing when required.

Enquiries: Ms Mbana – Tel No: 047 874 0111.

POST: PROFESSIONAL NURSE SPECIALITY GRADE 1 (Maternity) - REF NO. ECHEALTH/PN/MKH/01/08/2017

SALARY: R 340 431 –R 394 665 per annum (OSD)

CENTER: Alfred Nzo District - Madzikane kaZulu Hospital

REQUIREMENTS: Basic qualification accredited with the South African Nursing Council (SANC) in terms of Government Notice R425 (i.e. Degree/ Diploma in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Current 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 (Advanced Midwifery and Neonatal Sciences). A Minimum of 4 years appropriate/recognisable nursing experience after registration as a Professional Nursing with the SANC in General Nursing. Service Record as a proof of previous experience where applicable.

DUTIES: 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. Utilise 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.

Enquiries: Mr Sigola Tel No. 039 255 8200

POST: PROFESSIONAL NURSE SPECIALITY GRADE 1(Trauma) - REF NO. ECHEALTH/PN/MKH/01/08/2017

SALARY: R 340 431 –R 394 665 per annum (OSD)

CENTER: Alfred Nzo District - Madzikane kaZulu Hospital

REQUIREMENTS: Senior Certificate. Basic R425 qualification (i.e. Degree/Diploma) in Nursing or equivalent qualification that allows registration with the SANC as a Professional Nurse. A post basic nursing qualification with duration of at least 1 year accredited with SANC. Proof of current registration with South African Nursing Council as a Professional Nurse.

Grade 1: Minimum of four (4) years appropriate / recognisable experience in Nursing after registration as a Professional Nurse with the SANC.

Grade 2: Minimum of fourteen (14) years appropriate / recognisable experience in Nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 10 of the period referred to above appropriate/recognisable experience after obtaining the 1 year post basic qualification in the relevant specialty.

DUTIES: Provide comprehensive nursing treatment and care to patients in a specialty unit in a cost effective, efficient and equitable manner. Act as shift leader in Unit (where necessary). Provision of optimal, holistic specialised nursing care with set standards and within a professional/legal framework. Effective utilisation of resources. Participate in training and research. Provision of support to nursing services. Maintain professional growth or ethical standards and self-developments.

Enquiries: Mr Sigola Tel No. 039 255 8200

POST: PROFESSIONAL NURSE SPECIALITY GRADE - REF NO. ECHEALTH/PNS/FH/01/08/2017

SALARY: R 340 431 –R 394 665 per annum (OSD)

CENTER: Chris Hani District – Frontier Hospital

REQUIREMENTS: Senior Certificate. Basic R425 qualification (i.e. Degree/Diploma) in Nursing or equivalent qualification that allows registration with the SANC as a Professional Nurse. A post basic nursing qualification with duration of at least 1 year accredited with SANC. Proof of current registration with South African Nursing Council as a Professional Nurse.

Grade 1: Minimum of four (4) years appropriate / recognisable experience in Nursing after registration as a Professional Nurse with the SANC.

Grade 2: Minimum of fourteen (14) years appropriate / recognisable experience in Nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 10 of the period referred to above appropriate/recognisable experience after obtaining the 1 year post basic qualification in the relevant specialty.

DUTIES: Provide comprehensive nursing treatment and care to patients in a specialty unit in a cost effective, efficient and equitable manner. Act as shift leader in Unit (where necessary). Provision of optimal, holistic specialised nursing care with set standards and within a professional/legal framework. Effective utilisation of resources. Participate in training and research. Provision of support to nursing services. Maintain professional growth or ethical standards and self-developments.

Enquires: Mrs P Marongo - TEL NO: 045 8084 272

POST: OCCUPATIONAL THERAPIST - REF NO. ECHEALTH/OT/VH/01/08/2017

SALARY: R 281 148 – R 321 462 per annum (OSD)

CENTRE: Amathole District – Victoria Hospital

REQUIREMENTS: Degree/Diploma in Occupational Therapy. Proof of current registration with HPCSA as an occupational Therapist. Service delivery innovation in line with Bathe Pele Principles. Good written and verbal communication skills. Good Clinical Assessment and Diagonal skills. Render daily Assessment and Treatment to the Patients that comply with National Rehabilitation Policies. Implement Therapy Programmes for the different areas. Give support and guidance to other staff. Knowledge of legislation applicable to the practice of Occupational Therapy.

DUTIES: Render Occupational Therapy Services. Implement National and Provincial Policies and Strategies. Assess, plan interventions and implement the treatment plan intervention. Exercise clinical responsibility to ensure optimal diagnostic imaging. Proper utilisation of allocated financial and physical resources. Supervise allocated students according to the agreement with the tertiary institution and contribute to related training activities. Promote and market Occupational Therapy Services in the institution.

Enquiries Ms Mangesi Tel No - 040-653 1141

POST: OCCUPATIONAL THERAPIST - REF NO. ECHEALTH/OT/FH/01/08/2017

SALARY: R 281 148 – R 321 462 per annum (OSD)

CENTRE: Amathole District – Frontier Hospital

REQUIREMENTS: Degree/Diploma in Occupational Therapy. Proof of current registration with HPCSA as an occupational Therapist. Service delivery innovation in line with Bathe Pele Principles. Good written and verbal communication skills. Good Clinical Assessment and Diagonal skills. Render daily Assessment and Treatment to the Patients that comply with National Rehabilitation Policies. Implement Therapy Programmes for the different areas. Give support and guidance to other staff. Knowledge of legislation applicable to the practice of Occupational Therapy.

DUTIES: Render Occupational Therapy Services. Implement National and Provincial Policies and Strategies. Assess, plan interventions and implement the treatment plan intervention. Exercise clinical responsibility to ensure optimal diagnostic imaging. Proper utilisation of allocated financial and physical resources. Supervise allocated

students according to the agreement with the tertiary institution and contribute to related training activities. Promote and market Occupational Therapy Services in the institution.

Enquires: Mrs P Marongo - TEL NO: 045 8084 272

POST: PROFESSIONAL NURSE GENERAL GRADE 1-3 (2 Posts)

SALARY: R226 083 –R431 262 per annum (OSD)

CENTRE: Buffalo City Metro – Duncan Village Day Hospital, Mdantsane Chs

REF NO. ECHEALTH/PN/DVD/01/08/2017

REF NO. ECHEALTH/PN/MChs/01/08/2017

REQUIREMENTS: Basic qualification accredited with the South African Nursing Councillor (SANC) in terms of Government Notice R425 (i.e. Degree/ Diploma in Nursing with Advance Midwifery) or equivalent qualification that allows registration with the SANC as a Professional Nurse plus a post basic a post qualification, with duration of at least 1 year, accredited with SANC in terms of Government Notice R212 . A minimum of four (4) years appropriate/ recognisable nursing experience after registration as a Professional Nurse with the SANC in General Nursing. Service record as proof of previous experience where applicable.

DUTIES : Provide direction and supervision for the implementation of the Nursing plan (Clinical active/quality patient care). Implement standard, 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. Utilise human material and physical resources efficiently and effectively. Perform clinical practice in accordance with the scope of practice and nursing standards as determined by the hospital. Promote quality of nursing care.

Enquiries: Ms H Hlulani – TEL NO: 043 7433 006/057

POST: PROFESSIONAL NURSE GENERAL GRADE 1-3 - REF NO. ECHEALTH/PN/FH/01/08/2017

SALARY: R226 083 –R431 262 per annum (OSD)

CENTRE: Chris Hani District - Frontier Hospital

REQUIREMENTS: Basic R425 qualification (i.e. Degree/Diploma) in Nursing or equivalent qualification that allows registration with the SANC as a Professional Nurse. Proof of current registration. Grade 1: No experience required. Grade 2: Minimum of ten (10) years appropriate / recognisable experience in Nursing after registration as a Professional Nurse with the SANC in General Nursing. Grade 3: Minimum of twenty (20) years appropriate / recognisable experience in Nursing after registration as a Professional Nurse with the SANC in General Nursing.

DUTIES : Execute duties and functions with proficiency within prescripts of the applicable legislation. Provide safe therapeutic environment. Monitor patient activities. Perform standard procedures in terms of policies and procedures. Adopt multidisciplinary approach to promote holistic patient/client care. Maintain clinical competence by ensuring that scientific principles of nursing care is implemented. Maintain accurate and complete patient records. Maintain client satisfaction through quality service innovation and professional nursing care by upholding the Batho Pele principles and patient's rights. To ensure efficient and effective utilisation of resources. Render quality nursing care to patients to take overall management of the unit in the absence of the Operational Manager. Evaluate staff performance adhering to the set standards of the (EPMDS). Motivate, coach and mentor staff. Management and control of scheduled drugs. Required to work day and night duty. Any other duties as required by the supervisor.

Enquires: Mrs P Marongo - TEL NO: 045 8084 272

POST: PROFESSIONAL NURSE GENERAL GRADE 1-3 - REF NO. ECHEALTH/PN/FH/01/08/2017

SALARY: R226 083 –R431 262 per annum (OSD)

CENTRE: Chris Hani District – Intsika Yethu

REQUIREMENTS: Basic R425 qualification (i.e. Degree/Diploma) in Nursing or equivalent qualification that allows registration with the SANC as a Professional Nurse. Proof of current registration. Grade 1: No experience required. Grade 2: Minimum of ten (10) years appropriate / recognisable experience in Nursing after registration as a Professional Nurse with the SANC in General Nursing. Grade 3: Minimum of twenty (20) years appropriate / recognisable experience in Nursing after registration as a Professional Nurse with the SANC in General Nursing.

DUTIES : Execute duties and functions with proficiency within prescripts of the applicable legislation. Provide safe therapeutic environment. Monitor patient activities. Perform standard procedures in terms of policies and procedures. Adopt multidisciplinary approach to promote holistic patient/client care. Maintain clinical competence by ensuring that scientific principles of nursing care is implemented. Maintain accurate and complete patient records. Maintain client satisfaction through quality service innovation and professional nursing care by upholding the Batho Pele principles and patient's rights. To ensure efficient and effective utilisation of resources. Render quality nursing care to patients to take overall management of the unit in the absence of the Operational Manager. Evaluate staff performance

adhering to the set standards of the (EPMDS). Motivate, coach and mentor staff. Management and control of scheduled drugs. Required to work day and night duty. Any other duties as required by the supervisor.
Enquiries: Ms A Mabentsela - TEL NO: 047 874 0079

POST: CLINICAL ASSOCIATE – REF NO. ECHEALTH/CLINA/BH/01/08/2017

SALARY: R226 611 - R266 943 per annum

CENTRE: Joe Gqabi District – Burgersdorp Hospital

REQUIREMENTS: Bachelor of Clinical Medical Practice (BCMP). Current registration with medical and dental board of HPCSA as clinical associates. Knowledge and experience of clinical guidelines and protocols of leading diseases. Good communication skills (both written and verbal).

DUTIES: Perform patient consultation across all ages in a District Hospital. Apply clinical reasoning in the assessment and of patient. Provide emergency care when need arises. Perform investigative and therapeutic procedures appropriate for District Hospital. Prescribed appropriate medication within the scope of practice. Facilitate communication and provide basic counselling. Integrate understanding of family, community and health system in practice.

Enquiries: Ms N Zondi – Tel No. 051 653 1881/ 2/ 3

POST: PHARMACY ASSISTANT (Post Basic) – REF NO. ECHEALTH/PA/SEH/01/08/2017

SALARY: R183 381 – R 263 706 per annum

CENTRE: OR Tambo District – St Elizabeth Hospital

REQUIREMENTS: As required by the training facility and the South African Pharmaceutical Council (SAPC) to study towards a Basic Pharmacist Assistant Qualification. Basic Pharmacist Assistant Qualification that allows registration with the SAPC as a Pharmacist Assistant (Basic). Ability to work under pressure. Good communication skills and inter-personal relations. registration with the SAPC to study towards a Basic Pharmacist Assistant registration with SAPC as a Pharmacist Assistant (Basic) or registration with the SAPC for study towards Post-Basic Pharmacist Assistant Qualification.

DUTIES: Administer stock replacement to ensure that the pharmacy, wards and clinics are appropriately stocked to meet service delivery needs. Order, receipt and record stock from the Medical Depot and suppliers. Provide inpatient dispensing service. Pack and pre-pack pharmaceutical and non-pharmaceutical products under the direct supervision of a Pharmacist. Dispensing and counselling service for outpatients.

Enquiries: Mr M Nozaza - TEL NO: 039 253 5012

POST: PHARMACY ASSISTANT (Post Basic) – REF NO. ECHEALTH/PA/CH/01/08/2017

SALARY: R183 381 – R 206 574 per annum

CENTRE: Sarah Baartman District - Cradoc Hospital

REQUIREMENTS: As required by the training facility and the South African Pharmaceutical Council (SAPC) to study towards a Basic Pharmacist Assistant Qualification. Basic Pharmacist Assistant Qualification that allows registration with the SAPC as a Pharmacist Assistant (Basic). Ability to work under pressure. Good communication skills and inter-personal relations.

registration with the SAPC to study towards a Basic Pharmacist Assistant registration with SAPC as a Pharmacist Assistant (Basic) or registration with the SAPC for study towards Post-Basic Pharmacist Assistant Qualification.

DUTIES: Administer stock replacement to ensure that the pharmacy, wards and clinics are appropriately stocked to meet service delivery needs. Order, receipt and record stock from the Medical Depot and suppliers. Provide inpatient dispensing service. Pack and pre-pack pharmaceutical and non-pharmaceutical products under the direct supervision of a Pharmacist. Dispensing and counselling service for outpatients.

Enquiries : Ms FJ Danster - Tel No. 048 881 2123

POST: DENTAL ASSISTANT GRADE 1 – REF NO. ECHEALTH/DA/NMBHD/01/08/2017

SALARY: R 148 221 – R 169 470 per annum

CENTRE: Buffalo City Metro – Dimbaza CHC

REQUIREMENTS: Grade 12. Registration as Dental Assistant with HPCSA. At least 3 years experience in dental care service. Good written and verbal communication skills. Service record as proof of previous where applicable. Current registration with HPCSA.

DUTIES: Assist in provision of Dental care service by providing quality dental care patient to PHC dental facility. Perform general routine administration/clerical function for dental clinics. Maintain infection control standards in all Oral Health Clinics in the CHC. Provide Oral Health Education to patients during waiting time and to school learners during visits.

POST: DENTAL ASSISTANT GRADE 1 – REF NO. ECHEALTH/DA/NMBHD/01/08/2017 (2 Posts)

SALARY: R 148 221 – R 169 470 per annum

CENTRE: Nelson Mandela Bay Health District..

REQUIREMENTS: Grade 12. Registration as Dental Assistant with HPCSA. At least 3 years experience in dental care service. Good written and verbal communication skills. Service record as proof of previous where applicable. Current registration with HPCSA.

DUTIES: Assist in provision of Dental care service by providing quality dental care patient to PHC dental facility. Perform general routine administration/clerical function for dental clinics. Maintain infection control standards in all Oral Health Clinics in the CHC. Provide Oral Health Education to patients during waiting time and to school learners during visits.

Enquiries: Mrs NA Ngxata Tel No. 047 532 5536

POST: OCCUPATIONAL THERAPY ASSISTANT - REF NO. ECHEALTH/OTA/TH/01/08/2017

SALARY: R 148 221 – R 169 470 per annum (OSD)

CENTRE: Chris Hani District – Tower Hospital

REQUIREMENTS: Registration with the HPCSA as Occupational Therapist Assistant. Effective Communication (Verbal and Non-verbal). Sound knowledge of OT process. Observation skills. Innovation and creativity. Ability to work with multidisciplinary team. Driver's licence as an added advantage.

DUTIES: To work under direct supervision of an Occupational Therapist. To assist in the running of the department of Occupational Therapy. To assist in planning, organising and implementation of the OT programmes. Organize 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.

Enquiries: Mrs V Whitecross- Tel No. 046 645 5000/8

POST: FORENSIC PATHOLOGY OFFICER – REF NO. ECHEALTH/FPO/FBE/01/08/2017

SALARY: R 138 138 - R per annum

CENTRE: Chris Hani District – Forensic Barkly East

REQUIREMENTS: Senior Certificate or equivalent qualification with appropriate Forensic (Medico Legal) laboratory experience. Computer Literacy. Preparedness to work standby duties (after hours), work shifts and wear uniform. Valid driver's licence (Code 8) and preparedness to drive extensive distance (day/night). Commitment to Batho Pele Principles. Ability to lift and work with corpses at various stages of post mortem preservation. Ability to interpret and apply policies with regard to Forensic Pathology Services. Ability to achieve and maintain good interpersonal and working relations with staff and stakeholders. Willingness to be trained in photography skills and 4x4 vehicles. Willingness to assist in other Forensic Pathology Laboratories within the Province of the Eastern Cape when such assistance is deemed appropriate by the Eastern Cape Department of Health. Problem solving and analysis, team work, customer focus and responsiveness, technical report writing.

DUTIES: Render an efficient support service to the Mortuary/Facility Manager with regard to the operational management of the Forensic Pathology Mortuary. Effective and efficient recovery, storage and processing of bodies, including the physical collection, process of bodies and safe keeping of corpses document evidence, information, exhibits and property from incidents scenes. Assist in rendering an effective and efficient forensic autopsy process in accordance with set standards and guidelines by assisting the Forensic Pathologist/Medical Officer in autopsies, including evisceration and subsequent suturing of the corpse. Assist in the registration of corpses admitted to the Forensic Pathology Mortuary, as well as their subsequent identification and release to the relatives/private funeral parlours. Assist families of the deceased in the identification of their loved one, as well as complete the relevant documentation. Control reports and specimens during and after the forensic mortuary process including completion and administration of statements and documentation. Maintenance of mortuary hygiene. Ensure cleanliness of dissection area. Ensure proper waste and laundry managements according to Occupational Health and Safety regulations.

Enquiries: Mr B Zantsi – Tel No. 045 858 8112

POST: EMERGENCY CARE OFFICER – REF NO. ECHEALTH/ECO/A-EMS/01/08/2017

SALARY: R 126 384 – R 144 513 per annum

CENTRE: Bisho Head Office – Amathole EMS

REQUIREMENTS: Current registration with the Health Professions Council of South Africa as a BAA/AEA. Grade 12 or equivalent qualification/certificate. A valid Code 10 Driver's Licence with a valid Public Driving Permit (PDP) for passengers. Knowledge of Basic/Intermediate Life Support Protocols.

DUTIES: Render Emergency Medical Care and transportation of the sick and injured according to HPCSA protocols. Handle basic administration, patient records, vehicle checklist, log sheets and other necessary administrative duties. Maintain and clean all equipment, vehicles and the base station. Undertake inter-facility transfers of patients. The staff needs to be prepared to work shifts and be re-located according to operational needs. Ability to work under pressure. Patient tolerance, empathy and cross-cultural awareness. Any other duties assigned by the supervisor
Enquiries: Mr HK Munilal – Tel No. 040 608 1693