



the dpsa

Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

PUBLIC SERVICE VACANCY CIRCULAR

PUBLICATION NO 41 OF 2023

DATE ISSUED 10 NOVEMBER 2023

1. Introduction

- 1.1 This Circular is, except during December, published on a weekly basis and contains the advertisements of vacant posts and jobs in Public Service departments.
- 1.2 Although the Circular is issued by the Department of Public Service and Administration, the Department is not responsible for the content of the advertisements. Enquiries about an advertisement must be addressed to the relevant advertising department.

2. Directions to candidates

- 2.1 Applications on form Z83 with full particulars of the applicants' training, qualifications, competencies, knowledge and experience (on a separate sheet if necessary or a CV) must be forwarded to the department in which the vacancy/vacancies exist(s). **NB: PROSPECTIVE APPLICANTS MUST PLEASE USE THE NEW Z83 WHICH IS EFFECTIVE AS AT 01 JANUARY 2021.**
- 2.2 Applicants must indicate the reference number of the vacancy in their applications.
- 2.3 Applicants requiring additional information regarding an advertised post must direct their enquiries to the department where the vacancy exists. The Department of Public Service and Administration must not be approached for such information.
- 2.4 It must be ensured that applications reach the relevant advertising departments on or before the applicable closing dates.

3. Directions to departments

- 3.1 The contents of this Circular must be brought to the attention of all employees.
- 3.2 It must be ensured that employees declared in excess are informed of the advertised vacancies. Potential candidates from the excess group must be assisted in applying timeously for vacancies and attending where applicable, interviews.
- 3.3 Where vacancies have been identified to promote representativeness, the provisions of sections 15 (affirmative action measures) and 20 (employment equity plan) of the Employment Equity Act, 1998 should be applied. Advertisements for such vacancies should state that it is intended to promote representativeness through the filling of the vacancy and that the candidature of persons whose transfer/appointment will promote representativeness, will receive preference.
- 3.4 Candidates must be assessed and selected in accordance with the relevant measures that apply to employment in the Public Service.

4 SMS pre-entry certificate

- 4.1 To access the SMS pre-entry certificate course and for further details, please click on the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. For more information regarding the course please visit the NSG website: www.thensg.gov.za.

**PROVINCIAL ADMINISTRATION: GAUTENG
DEPARTMENT OF HEALTH**

It is the department's intention to promote equity through the filling of all numeric targets as contained in the Employment Equity Plan. To facilitate this process successfully, an indication of race, gender and disability status is required.

OTHER POSTS

<u>POST 41/06</u>	:	<u>MEDICAL SPECIALIST REF NO: KPHT/10/10</u> Directorate: Urology
<u>SALARY</u>	:	R1 214 805 - R1 288 095 per annum, (all-inclusive)
<u>CENTRE</u>	:	Kalafong Provincial Tertiary Hospital
<u>REQUIREMENTS</u>	:	Appropriate qualification that allows registration with the HPCSA as an independent Medical Specialist in Urology. Competencies (knowledge/skills): Excellent team player. Strong record of clinical expertise, clinical governance, research, teaching and training at under and postgraduate levels. Excellent managerial, interpersonal, leadership, administrative, communication, analytical and problem-solving skills. Knowledge in Urology including provision of direct clinical and surgical care, supervision and mentoring of subordinates, management of teams.
<u>DUTIES</u>	:	Provide supervision and leadership within the Department of Urology at KPTH and provide excellent clinical and surgical service delivery, a strong teaching and training program and relevant research. Liaise with other Surgical specialties at Kalafong Provincial Tertiary Hospital/Steve Biko Academic Hospital and with clinicians in the cluster to provide comprehensive Urology services. Responsible for all management activities within Urology department, including related management activities within Kalafong Provincial Tertiary Hospital in order to maintain the quality of outputs while ensuring optimum utilization of fiscal and human resources, and the timeous reporting and redress of Patient Safety Incidents. Initiate, undertake and supervise relevant research in Urology. The successful candidate will be responsible for training and teaching of undergraduate and post-graduate students.
<u>ENQUIRIES</u>	:	Dr A Sewanywa Tel No: (012) 318 6995
<u>APPLICATIONS</u>	:	Applications must be submitted to: Kalafong Provincial Tertiary Hospital, Human Resource Department, Private Bag X396, Pretoria, 0001. Hand Delivery at Kalafong Security Gate and sign in register book.
<u>NOTE</u>	:	Applications must be filled on a new Z83 effective from 1 January 2021 form and a comprehensive CV (with detailed previous experience). Failure to do so will result in your application being disqualified. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. Qualifications of candidates recommended for appointment will be verified. Applicant in a possession of a foreign qualification when shortlisted must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Candidates will be subjected to security screening and vetting process. Applications received after closing date will not be accepted. The Department reserves the right to not make an appointment. Candidates will be expected to be available for selection interviews on the date, time and place determined by the Department. The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know. Medical surveillance will be conducted on the recommended applicants, at no cost. People with disabilities are welcome to apply.
<u>CLOSING DATE</u>	:	24 November 2023
<u>POST 41/07</u>	:	<u>MEDICAL SPECIALIST GRADE 1 REF NO: CHBAH 732 (X1 POST)</u> Directorate: Internal Medicine - Oncology
<u>SALARY</u>	:	R1 214 805 per annum, (all-inclusive package)
<u>CENTRE</u>	:	Chris Hani Baragwanath Academic Hospital
<u>REQUIREMENTS</u>	:	Appropriate qualification that allows registration with the HPCSA as Medical Specialist. Registration with the HPCSA as Medical Specialist. Confirmation of

DUTIES

FCP results from the College of Medicine of South Africa (CMSA); Certificate in Oncology.

: The incumbent will be responsible to interview, investigate, diagnose, and oversee the treatment of patients. Improve quality of care by providing appropriate clinical care. Supervising of junior medical staff. Willing to do commuted overtime and rendering of after-hours (night, weekend, and public holiday) duties to provide continuous uninterrupted care of patients. Attendance of relevant administrative meetings like mortality meetings, near miss meetings and completing MEDICO Legal Documents timeously (e.g., Death certificate). Participation in the academic program in the hospital and all activities of the discipline in relation to teaching and research. Ensure proper and accurate record keeping as legally and ethically required. Reporting to the head of unit on service delivery, clinical audits, and where necessary quality improvement plans. Assist the HOD to monitor, implement adhere and comply with National Core Standards within the department. Rotate through related departments at various hospitals within the teaching platform and the outreach programs of the department. Preparing and writing of reports. Assist the Clinical Head with Administrative responsibilities. Comply with the performance management and development system.

**ENQUIRIES
APPLICATIONS**

: Dr N N Mqhayi-Mbambo Tel No: (011) 933 9154/8154

: Applications can be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital from 8am to 3pm at Ground Floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808 and or via courier (Kindly note that the application forms received by the institution after the closing date of the advert irrespective of the reasons will not be considered). No faxed applications will be considered.

NOTE

: Applications must be submitted on the new Z83 form. The application form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity) with no blank spaces left. And must be initialled and signed. On the Z83 application form the Department where position was advertised and should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications, service certificate and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae. The Curriculum Vitae should be recently updated and must specify the following: All experience should be in a chronological order indicating the position, institution and dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications, service certificate and other relevant documents on or before the interview. Shortlisted Candidates in possession of a foreign qualification will be required to furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Personnel Suitability Checks (PSC), Verification checks (Reference checks: Provide at least 3 and one must from an immediate supervisor. The Department reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information mentioned above will disqualify the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks, and employment verification will be performed. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities are encouraged to apply.

CLOSING DATE

: 24 November 2023

<u>POST 41/08</u>	:	<u>MEDICAL SPECIALIST GRADE 1 REF NO: CHBAH 733 (X1 POST)</u> Directorate: Internal Medicine – Rheumatology
<u>SALARY</u>	:	R1 214 805 per annum, (all-inclusive package)
<u>CENTRE</u>	:	Chris Hani Baragwanath Academic Hospital
<u>REQUIREMENTS</u>	:	Appropriate qualification that allows registration with the HPCSA as Medical Specialist. Registration with the HPCSA as Medical Specialist. Confirmation of FCP results from the College of Medicine of South Africa (CMSA); Certificate in Rheumatology.
<u>DUTIES</u>	:	The incumbent will be responsible to interview, investigate, diagnose, and oversee the treatment of patients. Improve quality of care by providing appropriate clinical care. Supervising of junior medical staff. Willing to do commuted overtime and rendering of after-hours (night, weekend, and public holiday) duties to provide continuous uninterrupted care of patients. Attendance of relevant administrative meetings like mortality meetings, near miss meetings and completing MEDICO Legal Documents timeously (e.g., Death certificate). Participation in the academic program in the hospital and all activities of the discipline in relation to teaching and research. Ensure proper and accurate record keeping as legally and ethically required. Reporting to the head of unit on service delivery, clinical audits, and where necessary quality improvement plans. Assist the HOD to monitor, implement adhere and comply with National Core Standards within the department. Rotate through related departments at various hospitals within the teaching platform and the outreach programs of the department. Preparing and writing of reports. Assist the Clinical Head with Administrative responsibilities. Comply with the performance management and development system.
<u>ENQUIRIES</u>	:	Dr N N Mqhayi-Mbambo Tel No: (011) 933 9154/8154
<u>APPLICATIONS</u>	:	Applications can be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital from 8am to 3pm at Ground Floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808 and or via courier (Kindly note that the application forms received by the institution after the closing date of the advert irrespective of the reasons will not be considered). No faxed applications will be considered.
<u>NOTE</u>	:	Applications must be submitted on the new Z83 form. The application form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents . The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity) with no blank spaces left. And must be initialled and signed. On the Z83 application form the Department where position was advertised and should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications, service certificate and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae. The Curriculum Vitae should be recently updated and must specify the following: All experience should be in a chronological order indicating the position, institution and dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications, service certificate and other relevant documents on or before the interview. Shortlisted Candidates in possession of a foreign qualification will be required to furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Personnel Suitability Checks (PSC), Verification checks (Reference checks: Provide at least 3 and one must from an immediate supervisor. The Department reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information mentioned above will disqualify the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification will be performed. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the

		principles of Employment Equity. People with disabilities are encouraged to apply.
<u>CLOSING DATE</u>	:	24 November 2023
<u>POST 41/09</u>	:	<u>MEDICAL OFFICER GRADE 1 REF NO: CHBAH 734 (X3 POSTS)</u> Directorate: Surgery
<u>SALARY</u>	:	R906 540 per annum, (all-inclusive package)
<u>CENTRE</u>	:	Chris Hani Baragwanath Academic Hospital
<u>REQUIREMENTS</u>	:	Appropriate qualification that allows registration with the HPCSA as Medical Practitioner. HPCSA registration as an Independent Medical Practitioner and must be post Community Service. No experience required.
<u>DUTIES</u>	:	Management of General Surgery patients in emergency unit, ICU, high dependency unit and ward under supervision. Booking and assisting in theatre lists both emergency and elective cases. Administrative duties within each unit. Daily management of in-ward patients including examination, management, and resuscitation. Triage and admissions of emergency surgery and trauma patients. Management of Surgical Outpatient Department patients. Ability to work under pressure and under supervision. Ability to take orders and guidance from senior colleagues with no conflict. Reliability, leadership, discipline, and self-confidence. Ability to establish a working relationship in a multidisciplinary team with anaesthesia, ICU, nursing team and emergency department staff. Managing and supervising junior staff members in your team. Ability to adapt to rotations within surgical department.
<u>ENQUIRIES</u>	:	Prof Smith / Dr Ndwambi Tel No: (011) 933 9267
<u>APPLICATIONS</u>	:	Applications can be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital from 8am to 3pm at Ground Floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808 and or via courier (Kindly note that the application forms received by the institution after the closing date of the advert irrespective of the reasons will not be considered). No faxed applications will be considered.
<u>NOTE</u>	:	Applications must be submitted on the new Z83 form. The application form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents . The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity) with no blank spaces left. And must be initialled and signed. On the Z83 application form the Department where position was advertised and should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications, service certificate and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae. The Curriculum Vitae should be recently updated and must specify the following: All experience should be in a chronological order indicating the position, institution and dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications, service certificate and other relevant documents on or before the interview. Shortlisted Candidates in possession of a foreign qualification will be required to furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Personnel Suitability Checks (PSC), Verification checks (Reference checks: Provide at least 3 and one must from an immediate supervisor. The Department reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information mentioned above will disqualify the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification will be performed. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities are encouraged to apply.

<u>CLOSING DATE</u>	:	24 November 2023
<u>POST 41/10</u>	:	<u>CLINICAL PSYCHOLOGIST GRADE 1-3 REF NO: REFS/011123</u> Directorate: Psychology
<u>SALARY</u>	:	R790 077 – R1 249 254 per annum, (all-inclusive package)
<u>CENTRE</u>	:	Tara the H. Moross Centre, Sandton
<u>REQUIREMENTS</u>	:	The candidate must have a Master's Degree in Clinical Psychology and current registration with the Health Professions Council of South Africa (HPCSA) in the appropriate category. Broad experience working in a psychiatric setting is required. Knowledge of and experience working with a wide range of patients, and particularly with adults, children, adolescents, and their families is necessary. In-depth knowledge of and experience with complex trauma as well as psychopathology within individuals and within systems is required. Experience in psychometric assessment, different forms of individual and group therapy including DBT, and parent counselling is necessary. Supervising, lecturing, and training skills are also required. The candidate must be abreast of the Mental Health Care Act and the Children's Act and other laws and policies pertaining to the field and have a sound knowledge of professional ethics. The candidate must be computer literate and in possession of a valid driver's license.
<u>DUTIES</u>	:	This post is a joint appointment with Gauteng Health and the University of Witwatersrand. Duties will include psychometric evaluation and the provision of suitable therapeutic modalities and interventions including the out-patient family therapy clinic. In addition, the candidate will be involved with the training and supervision of psychology interns, psychiatric registrars, medical students, and nursing staff. The candidate will work within and at times lead a multidisciplinary team. The candidate will assist in coordinating, developing, and promoting service delivery where relevant in the hospital. The candidate will collaborate with and participate in Hospital Committees and the broader academic circuit. They will also serve as a joint appointee of the Department of Psychiatry, University of the Witwatersrand, and participate in the teaching and training of various categories of undergraduate and postgraduate students and health professionals. They will be expected to attend and participate in all relevant ward rounds and meetings. The candidate will need to have knowledge of the local mental health care environment and the ability to identify, implement and provide outreach services to the surrounding community.
<u>ENQUIRIES</u>	:	Prof Y Kadish Tel No: (011) 535 3159/60
<u>APPLICATIONS</u>	:	Applications must be delivered to: Tara the H. Moross Centre c/o HR Section, 50 Saxon Road Hurlingham 2196, or be posted to: Tara the H. Moross Centre, Private Bag X7, Randburg, 2125. Due to technical problems with GPG vacancy website that the institution is consistently facing, applicants are encouraged to apply using hand delivery, postal address.
<u>NOTE</u>	:	Tara Hospital is committed to the pursuit of diversity, redress and will promote representation in terms of race, disability, and gender. Applications must consist of a fully completed and signed new (effective from 01/01/2021) Z83 (81/971431) form with a comprehensive CV containing at least three (3) contactable references. Certified copies of qualifications, ID, Statutory Registrations, or other relevant certificates need not be attached when applying for the post. Only short-listed candidates will be required to submit certified documents on or before the interview date following communication from HR. The relevant reference number/post number must be quoted in the application form. In terms of the National Qualification Framework Amendment Act 2019 it is an offence for any person to falsely or fraudulently claim to hold a qualification. Any person found to be misrepresenting their qualifications, work experience or facts in their CV will be disqualified and reported to the appropriate authority.
<u>CLOSING DATE</u>	:	24 November 2023
<u>POST 41/11</u>	:	<u>ASSISTANT MANAGER NURSING SPECIALTY NIGHT SUPERVISOR - (PN-B4) REF NO: CHBAH 735 (X1 POST)</u> Directorate: Nursing Services – Surgery & Ophthalmology
<u>SALARY</u>	:	R683 838 per annum, (plus benefits)
<u>CENTRE</u>	:	Chris Hani Baragwanath Academic Hospital

REQUIREMENTS

: A Basic R425 qualification (i.e., diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council as a Professional Nurse. Current registration with the South African Nursing Council. A minimum of ten (10) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least six (6) years of the period referred to above must be appropriate/recognizable experience in a clinical specialty after obtaining the one (1) year post basic qualifications in Medical and Surgical Nursing Science (Critical Care Nursing – General/Orthopaedic or Ophthalmology Nursing). At least 3 years of the period referred to above must be appropriate/recognizable experience at Management Level or as a Night Supervisor in Surgery, Orthopaedic or Ophthalmology Departments. Diploma in Health Services Management and Computer literacy will be an added advantage. Skills and Knowledge: Knowledge of legal prescripts that regulate nursing and health services. Computer literacy i.e. (MS Word, Power Point). Ability to work independently and innovatively. Facilitation and presentation skills, problem solving and decision-making skills.

DUTIES

: Delegate, supervise and co-ordinate the provision of effective and efficient patient care through adequate nursing care. Initiate and participate in health promotion to ensure consistent communication of relevant, accurate and comprehensive information on health care. Develop/establish and maintain constructive relationships with nursing and other stake holders (i.e., inter-personal, inter-sectoral and multi-disciplinary teamwork). Participate in the analysis, formulation of nursing guidelines, norms, and standards. Manage effective utilization and supervision of human, financial and material resources in the department at night. Provide management support, guidance, and direction to personnel under her or his supervision towards the realization of strategic goals and objectives of the Nursing Department on night duty. Co-ordination of provision of effective training and research. Maintain professional growth/ethical standards and self-development. Comply with the performance management and development system.

ENQUIRIES

: Mr NB Mulaudzi Tel No: (011) 933 9779/0134

APPLICATIONS

: Applications can be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital from 8am to 3pm at Ground Floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808 and or via courier (Kindly note that the application forms received by the institution after the closing date of the advert irrespective of the reasons will not be considered). No faxed applications will be considered.

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subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities are encouraged to apply.

CLOSING DATE : 24 November 2023

POST 41/12 : **OPERATIONAL MANAGER SPECIALTY PNB3 REF NO: KPHT/10/11**
Directorate: Labour Ward and Post Natal

SALARY : R627 474 per annum, (plus benefits)
CENTRE : Kalafong Provincial Tertiary Hospital
REQUIREMENTS : Basic R425 qualification (i.e. Diploma/Degree in nursing) or equivalent qualification that allows registration with SANC as a Professional Nurse. A post basic nursing qualification with a duration of 1 year, accredited with the SANC in Advanced Midwifery. A minimum of 9 years appropriate/recognizable experience in nursing after registration as a professional nurse with SANC, at least 5 years of the period referred to above must be appropriate/recognizable experience in the specialty (Advanced Midwifery) after obtaining the 1 year post basic qualification in the specialty. Diploma in Nursing Administration/Management will be an added advantage and will be given priority. Computer literacy and drivers licence will be an added advantage. Knowledge of Nursing care processes and procedures, nursing statutes, National Core Standards and other relevant Legal frameworks such as Nursing Act, Health Act, Occupational Health and Safety Act, Patient Right Charter, Batho Pele Principles, Public Service Regulations, Labour Relations Act. Skills required: Leadership, Organizational decision making and problem-solving abilities within the limit of the public sector and institutional framework. Computer skills in basic programmes. Financial and budgetary knowledge pertaining to the relevant resource under management. Interpersonal skills including conflict management and counselling. Insight into procedures and policies relevant to Nursing Care. Demonstrate a basic understanding of HR and financial policies and practices. Work effectively and amicably at a supervisory level, with persons of diverse intellectual, cultural or religious differences.

DUTIES : Coordination of optimal, holistic specialised nursing care with set standards and within the professional/legal framework. Effectively manage the supervision and utilization of resources. Coordination of the provision of effective training and research. Provision of effective support to nursing services. Maintain professional growth/ethical standards and self-development. Display a concern for patients by promoting, advocating and facilitating proper treatment/ care and ensuring that the unit adheres to Batho-Pele Principles and Patient centred Nursing Care. Ensure Clinical Nursing Practice by the Nursing team in accordance with the Scope of Practice and Nursing Standards. Knowledge of Labour Relations Act and Disciplinary Code and Procedure.

ENQUIRIES : Ms K Kelembe Tel No: (012) 318 6634/6930
APPLICATIONS : Applications must be submitted to: Kalafong Provincial Tertiary Hospital, Human Resource Department, Private Bag X396, Pretoria, 0001. Hand Delivery at Kalafong Security Gate and sign in register book.

NOTE : Applications must be filled on a new Z83 effective from 1 January 2021 form and a comprehensive CV (with detailed previous experience). Failure to do so will result in your application being disqualified. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. Qualifications of candidates recommended for appointment will be verified. Applicant in a possession of a foreign qualification when shortlisted must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Candidates will be subjected to security screening and vetting process. Applications received after closing date will not be accepted. The Department reserves the right to not make an appointment. Candidates will be expected to be available for selection interviews on the date, time and place determined by the Department. The Public Service does not charge any fees for applying for posts. Should you be

asked for a fee, please let the authorities know. Medical surveillance will be conducted on the recommended applicants, at no cost. People with disabilities are welcome to apply.

CLOSING DATE

:

24 November 2023

POST 41/13

:

OPERATIONAL MANAGER SPECIALTY (PN-B3) REF NO: JUB 36/2023

Directorate: Nursing Services

Re – advertisement, Those who applied before are requested to re-apply.

SALARY

:

R627 474 per annum

CENTRE

:

Jubilee District Hospital

REQUIREMENTS

:

Senior Certificate (Grade 12) or equivalent qualification. Basic R425 Diploma/Degree in Nursing and Midwifery or equivalent qualification that allows registration with SANC as Professional Nurse. Minimum of 9 years appropriate/recognisable experience in Nursing after registration as Professional Nurse with SANC as Professional Nurse in General Nursing and Midwifery. At least 5 years of the period referred to above must be appropriate/recognisable in the speciality units Maternal Child and Women's Health with specific emphasis to labour and Post Natal Wards, after obtaining the 1 Year Post Basic qualification in the relevant speciality (Advanced Midwifery and Neonatal Nursing Science) and be registered with SANC.

DUTIES

:

Demonstrate an in-depth understanding of Nursing Legislation and related legal and ethical nursing practices and how this impact on service delivery. Ensure Clinical Nursing by the Nursing team (Unit) in accordance with the Scope of Practice and Nursing standards as determined by the Hospital. Demonstrate understanding and knowledge of relevant health information to health care users to assist in achieving optimal quality health care, goals and objectives including rehabilitation of patients. Maintain constructive working relationship with Nursing and other stakeholders. Participate in analysis, formulation of and implementation of the Nursing guidelines, protocols, standard operating procedures. Practice Norms and standards. Maintain professional growth/ethical standards and development of self and subordinated. Provide direct and indirect supervision of all staff within the unit and give guidance. Demonstrate on basic understanding of HR, Financial Policies and Practices. Generic competences: Demonstrate effective communication with the patients, supervisors, other health professional and junior colleagues including more complex report writing when required. Work as part of multi-disciplinary team at the Hospital level to ensure good nursing cares by the nursing care by the Nursing Team. Work effectively and amicably at the supervisory level with the person of diverse intellectual, cultural, and racial or religious differences. Able to manage own work time and that of junior colleagues to ensure proper nursing service in the Unit.

ENQUIRIES

:

Ms KJ Aphane Tel No: (012) 717 9300

APPLICATIONS

:

Application documents must be submitted to Jubilee District Hospital Human Resource Department Private Bag X449, Hammanskraal, 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital.

NOTE

:

The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.gov.za, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate, and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. General Information: Short-listed candidates must be available for interviews at a date and time determined by Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.

CLOSING DATE

:

24 November 2023 by Time: 15:00

POST 41/14

:

CHIEF PHYSIOTHERAPIST GRADE 1 REF NO: CHBAH 736 (X1 POST)

Directorate: Internal Medicine – Oncology

SALARY

:

R520 785 per annum, (plus benefits)

CENTRE

:

Chris Hani Baragwanath Academic Hospital

REQUIREMENTS

: An appropriate qualification that allows for registration with the HPCSA as Physiotherapist. Registration with HPCSA as an independent practitioner. A minimum of 3 years' appropriate experience as Physiotherapist after registration as an independent practitioner with the HPCSA of which at least one year must be in the field of orthopaedics. post-graduate qualification and short courses in paediatric physiotherapy. Computer literacy will be added as an advantage. Competencies/Knowledge/Skills: Must have knowledge and of current health and public service legislation, regulations, and policies. Knowledge in the application of clinical Physiotherapy theory, practices, and ethics. Communication skills, report writing skills, decision-making skills, planning & organizational skills, expert clinical Physiotherapy skills, research skills, analytical skills, presentation skills, and human resource & financial management skills. Ability to work as a member of a multidisciplinary team. A good understanding of public hospital operational systems. Effective interpersonal skill, strategic planning & organizational skills, and leadership qualities.

DUTIES

: Manage, plan, coordinate, implement and report on physiotherapy services in allocated work section. Render an experienced and specialized physiotherapy service in the department. Develop guidelines, protocols and SOP's in line with the national and provincial strategies and monitor the implementation thereof. Contribute to departmental planning, budgeting, monitoring, and evaluating processes. Monitor proper utilization of allocated financial and physical resources. Attend relevant meetings and assume relevant functions on behalf of the Head of the Department or as delegated. Participate in planning and delivering CPD programs. Supervise and manage the performance of allocated staff. Participate in supervision and training of students. Assist with the implementation and monitoring of Quality Assurance e.g., audits and statistics. Contribute to the development of Physiotherapy Department and the profession by promoting and carrying out research and other projects in own work area. Coordinate and ensure the promotion and marketing of Physiotherapy service in the hospital and community. Adhere to and implement all relevant policies, procedures, standards, and legislation. Comply with the performance management and development system.

ENQUIRIES APPLICATIONS

: Mrs E Haarhoff Tel No: (011) 933 8927
: Applications can be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital from 8am to 3pm at Ground Floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808 and or via courier (Kindly note that the application forms received by the institution after the closing date of the advert irrespective of the reasons will not be considered). No faxed applications will be considered.

NOTE

: Applications must be submitted on the new Z83 form. The application form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity) with no blank spaces left. And must be initialled and signed. On the Z83 application form the Department where position was advertised and should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications, service certificate and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae. The Curriculum Vitae should be recently updated and must specify the following: All experience should be in a chronological order indicating the position, institution and dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications, service certificate and other relevant documents on or before the interview. Shortlisted Candidates in possession of a foreign qualification will be required to furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Personnel Suitability Checks (PSC), Verification checks (Reference checks: Provide at least 3 and one must from an immediate supervisor. The Department reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information mentioned above will disqualify the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification will be performed. If you have not

been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities are encouraged to apply.

<u>CLOSING DATE</u>	:	24 November 2023
<u>POST 41/15</u>	:	<u>CLINICAL PROGRAMME COORDINATOR GRADE 1(PNA5) REF NO: CHBAH 737 (X1 POST)</u> Directorate: Nursing Services – Stoma Therapy Unit
<u>SALARY</u>	:	R497 193 per annum, (plus benefits)
<u>CENTRE</u>	:	Chris Hani Baragwanath Academic Hospital (CHBAH)
<u>REQUIREMENTS</u>	:	Grade 12. Basic qualification accredited with South African Nursing Council in terms of Government Notice 425 i.e. Diploma/Degree in Nursing as a Professional nurse or equivalent qualification that allows registration with SANC as a Professional Nurse. A minimum of 7 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing, at least 2 years of the period referred to above must be appropriate/recognizable experience in Stoma Therapy Unit. Current (2023) SANC receipt. Diploma in Health Services Management and Computer literacy will be an added advantage. Competencies/Knowledge/Skills: Knowledge of different types of stomas. Ideal Hospital Realisation and Maintenance Framework-version 2.0 and other relevant Legal frameworks such as Nursing Act, OHS Act, Patient Right Charter, Batho Pele Principles, Public Service Regulations, Labour Relations Act. Skills: Leadership, organizational, decision making and problem-solving abilities within the limit of the public sector and institutional policy framework. Financial and budgetary knowledge pertaining to the relevant resource under management. Insight into the procedures and policies pertaining to nursing care. Ability to interact with diverse stakeholders and givers. Good communication skills (verbal and written). Report writing skills. Interpersonal skills including conflict management and counselling.
<u>DUTIES</u>	:	Coordination of optimal, holistic specialized nursing care with set standards and within a professional/legal framework in Stoma Therapy Unit. Effectively manage supervision and utilization of resources Human, Material, and monitoring of the services. Coordination of provision of effective training and research. Maintain professional growth/ethical standards and self-development. Display a concern of patients by promoting, advocating, and facilitating proper treatment and care and ensuring that the unit adheres to the Principles of Batho Pele and patient centered nursing care. Formulate pre-operative and post-operative management for patients undergoing stoma surgery. Provide health education to patients, family members, health care workers and ostomy groups on stoma care. Liaise with ward-based nursing teams to provide training and support for in-patients with temporary or permanent stomas. Comply with the performance management and development system.
<u>ENQUIRIES</u>	:	Mr NB Mulaudzi Tel No: (011) 933 9779/0134
<u>APPLICATIONS</u>	:	Applications can be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital from 8am to 3pm at Ground Floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808 and or via courier (Kindly note that the application forms received by the institution after the closing date of the advert irrespective of the reasons will not be considered). No faxed applications will be considered.
<u>NOTE</u>	:	Applications must be submitted on the new Z83 form. The application form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents . The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity) with no blank spaces left. And must be initialled and signed. On the Z83 application form the Department where position was advertised and should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular

19 of 2022, applicants are not required to submit copies of qualifications, service certificate and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae. The Curriculum Vitae should be recently updated and must specify the following: All experience should be in a chronological order indicating the position, institution and dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications, service certificate and other relevant documents on or before the interview. Shortlisted Candidates in possession of a foreign qualification will be required to furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Personnel Suitability Checks (PSC), Verification checks (Reference checks: Provide at least 3 and one must from an immediate supervisor. The Department reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information mentioned above will disqualify the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification will be performed. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities are encouraged to apply.

<u>CLOSING DATE</u>	:	24 November 2023
<u>POST 41/16</u>	:	<u>OPERATIONAL MANAGER GENERAL PNA5 REF NO: KPHT/10/12</u> Directorate: Gynaecology and Oncology
<u>SALARY</u>	:	R497 193 per annum, (plus benefits)
<u>CENTRE</u>	:	Kalafong Provincial Tertiary Hospital
<u>REQUIREMENTS</u>	:	Basic R425 qualification (Diploma/degree in nursing) or equivalent qualification that allows registration with SANC as a Professional Nurse. A minimum of 7 years appropriate/recognizable experience in nursing after registration as a Professional nurse with SANC in General Nursing. Diploma in Nursing Administration/Management will be an added advantage and will be given preference. Computer literacy and drivers licence will be an added advantage. Knowledge of nursing care processes and procedures, nursing statuses, and other relevant legal framework such as Nursing Act Health Act, Occupational Health and Safety Act, Patient Rights Charter, Batho-Pele principles, public service regulations and Labour relations Act, etc. Skills Required: Coordination of optimal, holistic specialized nursing care with set standards and within the professional/legal framework. Effectively manage the supervision and utilization of human, financial and material resources. Coordination of the provision of effective training and research. Provision of effective support to nursing services. Maintain professional growth/ethical standards and service delivery. Display a concern for patients by promoting, advocating, facilitating proper treatment/care and ensuring that the unit adheres to the principles of Batho-Pele and patient centred approach. Ensure Clinical Nursing practice by the nursing team in accordance with the scope of practice and nursing standards. Knowledge of Labour Relation Act and Disciplinary code and procedure.
<u>DUTIES</u>	:	Leadership organizational decision making and problem solving abilities within the limit of the Public sector institutional policy framework. Demonstrate basic computer literacy as a support tool to enhance service delivery. Financial and budgetary knowledge pertaining to the relevant resources under management. Interpersonal skills including conflict management and counselling. Insight into procedures and policies pertaining to nursing care. Demonstration an in depth understanding in nursing legislation and related legal and ethical nursing practices and how this impacts on service delivery.
<u>ENQUIRIES</u>	:	Ms K Kelembe Tel No: (012) 318 6634/6930

<u>APPLICATIONS</u>	:	must be submitted to: Kalafong Provincial Tertiary Hospital, Human Resource Department, Private Bag X396, Pretoria, 0001. Hand Delivery at Kalafong Security Gate and sign in register book.
<u>NOTE</u>	:	Applications must be filled on a new Z83 effective from 1 January 2021 form and a comprehensive CV (with detailed previous experience). Failure to do so will result in your application being disqualified. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. Qualifications of candidates recommended for appointment will be verified. Applicant in a possession of a foreign qualification when shortlisted must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Candidates will be subjected to security screening and vetting process. Applications received after closing date will not be accepted. The Department reserves the right to not make an appointment. Candidates will be expected to be available for selection interviews on the date, time and place determined by the Department. The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know. Medical surveillance will be conducted on the recommended applicants, at no cost. People with disabilities are welcome to apply.
<u>CLOSING DATE</u>	:	24 November 2023
<u>POST 41/17</u>	:	<u>OPERATIONAL MANAGER GENERAL GRADE 1 (PNA5) TB FOCAL POINT</u> <u>REF NO: JUB 39/2023</u> Directorate: Nursing Services
<u>SALARY</u>	:	R497 193 per annum
<u>CENTRE</u>	:	Jubilee District Hospital
<u>REQUIREMENTS</u>	:	Senior Certificate (Grade 12) or equivalent qualification. Basic R425 Diploma/Degree in Nursing and Midwifery or equivalent qualification that allows registration with SANC as the Professional Nurse. A minimum of 7 (seven) years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing and Midwifery. Diploma/Degree in Nursing management will be an added advantage. Certificate of attendance of the TB Control Program (TBCP) Training inclusive of the DHIS and TIER.Net. Strong leadership, good communication and sound interpersonal skills are necessary. Computer literate. South African Nursing Council annual practicing certificate. Valid driver's license.
<u>DUTIES</u>	:	Demonstrate an in-depth understanding of Nursing Legislation and related legal and ethical nursing practices and how this impact on service delivery. Ensure clinical Nursing practice by the Nursing Team (Unit) in accordance with the Scope of Practice and Nursing standards as determined by the Hospital. Demonstrate in depth understanding of the TB Control Program legislation, Policies and Guidelines. Demonstrate understanding of the TIER.Net system capturing, analysis of the report, monitoring and evaluation of the Program Indicators. Demonstrate insight and understanding of the Program Collaboration between TBCP and HAS (HIV and AIDS Program). Have relevant health information to health care users to assist in achieving optional quality health care, goals and objectives including TBCP outcomes. Maintain constructive working relationship with Nursing, Infection Prevention and Control, NGO, and other stakeholders. Participate in the analysis, formulation of and implementation of the Nursing guidelines, protocols, standard operating procedures. Practice Norms and standard in both Nursing and the Tuberculosis Control Program. Maintain professional growth/ethical standards and development of self and subordinated. Provide direct and indirect supervision of all staff within the unit and give guidance. Demonstrate on basic understanding of HR, Financial Policies and Practices. Generic competences: Demonstrate effective communication with the patients, supervisors, other health professional and junior colleagues including more complex report writing when required. Work as part of multi-disciplinary team at the Hospital level to ensure good nursing cares by the Nursing Team. Work effectively and amicably at the supervisory level with the person of diverse intellectual, cultural, and racial or religious differences. Able to manage own work time and that of junior colleagues to ensure proper nursing service in the Unit.
<u>ENQUIRIES</u>	:	Ms KJ Aphane Tel No: (012) 717 9300

<u>APPLICATIONS</u>	:	documents must be submitted to Jubilee District Hospital Human Resource Department Private Bag X449, Hammanskraal, 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital.
<u>NOTE</u>	:	Applications must be submitted on new Z83 form (obtainable from any Public Service department) and must be completed in full, and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on your Z.83. A recent, comprehensive CV, specifying all qualifications and experience, with respective dates, uncertified copies of qualifications, SANC receipt and ID must be attached (Only shortlisted candidates will be required to certify such copies). General Information: Short-listed candidates must be available for interviews at a date and time determined by Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.
<u>CLOSING DATE</u>	:	24 November 2023 by Time: 15H00
<u>POST 41/18</u>	:	<u>PROFESSIONAL NURSE SPECIALTY GRADE 1 REF NO: CHBAH 738 (X1 POST)</u> Directorate: Employee Health and Wellness Program
<u>SALARY</u>	:	R431 265 per annum, (plus benefits)
<u>CENTRE</u>	:	Chris Hani Baragwanath Academic Hospital (CHBAH)
<u>REQUIREMENTS</u>	:	Basic qualification accredited with the SANC in terms of Government notice R425 (i.e., Diploma/Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse plus a post-basic Nursing qualification in Occupational Health Nursing Science, with duration of at least 1 year, accredited with the SANC in terms of Government Notice No R 48 in the relevant specialty. Current registration with SANC and or SASOHN. Certificate in Primary Health Care, Dispensing License and NIMART will serve as an added advantage. A minimum of 4 years appropriate/recognizable nursing experience after registration as a Professional Nurse with the SANC in General Nursing. Competencies/Knowledge/Skills: Occupational Health Practices. Knowledge in all relevant OHS Legislation. Knowledge of the Medical Regulations, Nursing Act/ Regulations, National Core Standards, Occupational Health, and Safety Act (OHS), DPSA guidelines on COIDA and Customer service (Batho Pele Principles). Knowledge of the Basic Conditions of Employment Act, PFMA and National Treasury Regulations. Skills: Good communication skills, interpersonal relations, and team player. The incumbent must be computer literate and have strong report writing skills. Ability to work under pressure and meet deadlines. Time management, critical thinking, and problem-solving skills. The candidate must be ethical and able to maintain confidential information.
<u>DUTIES</u>	:	Provide comprehensive employee health and wellness services in line with the DPSA EHWP framework. Implement of the medical surveillance programme and HIV/AIDS and TB management. Provide emergency services for work related injuries and medical emergencies. Identification and management of non-communicable diseases and proper referral in accordance with guidelines. Monitor and manage occupational diseases and injuries. Assist with development of standard operating procedures for the effective implementation of employee health and wellness services. Manage the vaccination programme including COVID 19 Testing services. Participate in the development of the hospital emergency preparedness plan, health and safety inspections, audits and investigation as required by the programme. Establish and maintain good relations with OHS Stakeholders and other disciplines within the health care system. Management of medication and stock (ordering storage, dispensary, reporting systems. Promotion of healthy lifestyle and foster the culture of health and safety through training and hosting health events for employees. Comply with the performance management and development system.
<u>ENQUIRIES</u>	:	Ms F Ndebele Tel No: (011) 933 0138/0142
<u>APPLICATIONS</u>	:	Applications can be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital from 8am to 3pm at Ground Floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808 and or via courier (Kindly note that the application forms received by the institution after

NOTE

the closing date of the advert irrespective of the reasons will not be considered). No faxed applications will be considered.

: Applications must be submitted on the new Z83 form. The application form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity) with no blank spaces left. And must be initialled and signed. On the Z83 application form the Department where position was advertised and should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications, service certificate and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae. The Curriculum Vitae should be recently updated and must specify the following: All experience should be in a chronological order indicating the position, institution and dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications, service certificate and other relevant documents on or before the interview. Shortlisted Candidates in possession of a foreign qualification will be required to furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Personnel Suitability Checks (PSC), Verification checks (Reference checks: Provide at least 3 and one must from an immediate supervisor. The Department reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information mentioned above will disqualify the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification will be performed. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities are encouraged to apply.

CLOSING DATE

: 24 November 2023

POST 41/19

: **PROFESSIONAL NURSE SPECIALTY (PNB 1- 2) (TRAUMA, ADVANCED MIDWIFERY, CHILD NURSING SCIENCE/CRITICAL CARE AND NEONATAL, ORTHOPAEDICS) REF NO: KPHT/10/13 (X13 POSTS)**

Directorate: Nursing Services

Departments: Trauma, Advanced Midwifery, Child Nursing Science/Critical Care and Neonatology, Orthopaedics

SALARY

: Grade 1: R431 265 – R497 193 per annum, (plus benefits), Grading According to OSD policy.

Grade 2: R528 696 – R645 720 per annum, (plus benefits), Grading According to OSD policy.

CENTRE REQUIREMENTS

: Kalafong Provincial Tertiary Hospital

: Grade 12. Basic qualification accredited with South African Nursing Council in terms of Government Notice 425 i.e. Diploma/Degree in Nursing as a Professional nurse or equivalent qualification that allows registration with SANC as a Professional Nurse. Post-Basic Nursing qualification with a duration of at least 1 year in the specialized area mentioned above. **Grade 1:** A minimum of 4 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing. **Grade 2:** A minimum of 14 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognizable experience in the specific specialty after obtaining the 1-year post-basic qualification in the relevant specialty. (Ability to work independently and to take decision in the specialized area. Computer literacy and driver's license will be an added advantage. Knowledge of Nursing care processes and procedures, nursing statutes, National Core Standards and other relevant Legal frameworks such as Nursing Act, OHS Act, Patient Right Charter, Batho Pele

		Principles, Public Service Regulations, Labour Relations Act. Skills: Leadership, Organizational, decision making and problem solving abilities within the limit of the public sector and institutional policy framework. Financial and budgetary knowledge pertaining to the relevant resource under management. Insight into the procedures and policies pertaining to nursing care. Ability to interact with diverse stakeholders and givers. Good communication skills (verbal and written). Report writing skills. Interpersonal skills including conflict management and counseling.
<u>DUTIES</u>	:	Provision of optimal, holistic specialized nursing care with set standards and within a professional/legal framework. Manage effectively supervision and utilization of resources. i.e. Human, Material, and monitoring of the services. Participate in training and research. Provision of support on nursing services. Perform a clinical nursing practice in accordance with the scope of practice and Nursing standards. Maintain professional growth/ethical standards and self-development. Promote quality nursing care as directed by the Professional scope of practice and standard.
<u>ENQUIRIES</u>	:	Ms K Kelembe Tel No: (012) 318 6634/6930
<u>APPLICATIONS</u>	:	must be submitted to: Kalafong Provincial Tertiary Hospital, Human Resource Department, Private Bag X396, Pretoria, 0001. Hand delivery at Kalafong Security gate and sign in register book.
<u>NOTE</u>	:	Applications must be filled on a new Z83 effective from 1 January 2021 form and a comprehensive CV (with detailed previous experience). Failure to do so will result in your application being disqualified. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. Qualifications of candidates recommended for appointment will be verified. Applicant in a possession of a foreign qualification when shortlisted must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Candidates will be subjected to security screening and vetting process. Applications received after closing date will not be accepted. The Department reserves the right to not make an appointment. Candidates will be expected to be available for selection interviews on the date, time and place determined by the Department. The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know. Medical surveillance will be conducted on the recommended applicants, at no cost. People with disabilities are welcome to apply.
<u>CLOSING DATE</u>	:	24 November 2023
<u>POST 41/20</u>	:	<u>PRODUCTION SPEECH THERAPIST AND AUDILOGIST/AUDIOLOGIST</u> <u>REF NO: KPTH/10/14</u> Directorate: Speech Therapy & Audiology Department
<u>SALARY</u>	:	Grade 1: R359 622 per annum, (plus benefits)
<u>CENTRE</u>	:	Kalafong Provincial Tertiary Hospital
<u>REQUIREMENTS</u>	:	Grade 12 with a Bachelor degree in Speech Therapy & Audiology or bachelor degree in Audiology. Registration with HPCSA as an Independent practitioner (Speech Therapist & Audiologist/ Audiologist) Experience in electrophysiology will be an added advantage.
<u>DUTIES</u>	:	Assessment of patients (adults and paediatric population) with communication and hearing impairments through diagnostic audiometry. Screening patients using a combination of these tests; Orthoscopic examination, AABR, Tympanometry, Reflexes and screening OAE. Treatment of patients using the correct assistive devices based on assessments results, including EMI in theatre. Refer all patients who need further management e.g. Cochlear implants/BAHAs. Manage the Audiology department alongside the chief therapist. Supervise junior staff and students. Liaise with multidisciplinary team as needed. Manage the department stock (assistive devices, batteries and other consumables). Compile Audiology reports on services and patients. Be involved in the employee surveillance through hearing screening. Provision of Audiology services to inpatients and outpatients. Marketing of services regularly. Maintain quality assurance in the department. Maintain personal growth (CPD). Liaise with stakeholders regarding services and patient care. Assist the STA assistants to develop, maintain and monitor the newborn hearing screening. Develop the diagnostic ABR clinic and assess the patients both in the clinic and theatre settings.

<u>ENQUIRIES</u>	:	Ms A Ntlatleng Tel No: (012) 373 6777
<u>APPLICATIONS</u>	:	Must be submitted to: Kalafong Provincial Tertiary Hospital, Human Resource Department, Private Bag X396, Pretoria, 0001. Hand Delivery at Kalafong Security Gate and sign in register book.
<u>NOTE</u>	:	Applications must be filled on a new Z83 effective from 1 January 2021 form and a comprehensive CV (with detailed previous experience). Failure to do so will result in your application being disqualified. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. Qualifications of candidates recommended for appointment will be verified. Applicant in a possession of a foreign qualification when shortlisted must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Candidates will be subjected to security screening and vetting process. Applications received after closing date will not be accepted. The Department reserves the right to not make an appointment. Candidates will be expected to be available for selection interviews on the date, time and place determined by the Department. The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know. Medical surveillance will be conducted on the recommended applicants, at no cost. People with disabilities are welcome to apply.
<u>CLOSING DATE</u>	:	24 November 2023
<u>POST 41/21</u>	:	<u>DIETICIAN (PRODUCTION) REF NO: REFS/031123</u> Directorate: Clinical
<u>SALARY</u>	:	R359 622 – R408 201 per annum, (excl. benefits)
<u>CENTRE</u>	:	Tara the H. Moross Centre, Sandton
<u>REQUIREMENTS</u>	:	Tara Hospital is a specialized psychiatric institution with a super- specialist Eating Disorders Unit. Interested candidates should have a BSc/B. Degree in Dietetics, i.e., a 4-year integrated or 3/4 year + 1-year postgraduate degree. Currently registered with the HPCSA as a Dietitian. A minimum of 1 year of clinical experience. Sound knowledge of clinical theory, practice, and ethics relating to the delivery of dietetics Services within a hospital setting and knowledge of current health and public service legislation, regulations, and policies. Specific knowledge, skills, and experience in the treatment of eating disorders will be an advantage. Good communication Skills (verbal and written), computer skills (e.g., Microsoft Office), good Interpersonal skills. Ability to work in a multi-disciplinary team, understanding the importance of an effective multi-disciplinary team in a Psychiatric Hospital and in a changing environment. Ability to work under pressure, able to cope with a high- volume workload. Must have a valid driver's license.
<u>DUTIES</u>	:	Effectively render optimal, cost effective and evidence –based nutritional care in a public service setting according to the department's quality and financial targets. To provide a clinical psychiatric service in the eating disorders unit and other psychiatric wards. To assist with the ongoing development and implementation of clinical guidelines, policies, and procedures. To perform administrative functions and provide relevant statistics to support the effective and efficient running of the Dietetics department. To assist with the development and implementation of departmental strategic, financial, and operational plans. To ensure departmental standards are maintained. Participate in Quality Improvement Programs. Participate in the training and education of relevant staff and students. Assist with coordination of clinical nutrition and food service management. Participate in Continuous Professional Development and promotion of the Dietetics profession.
<u>ENQUIRIES</u>	:	Ms T Mchunu Tel No: (011) 535 3168
<u>APPLICATIONS</u>	:	must be delivered to: Tara the H. Moross Centre c/o HR Section, 50 Saxon Road Hurlingham 2196, or be posted to: Tara the H. Moross Centre Private Bag X7, Randburg, 2125. Due to technical problems with GPG vacancy website that the institution is consistently facing, applicants are encouraged to apply using hand delivery, postal address.
<u>NOTE</u>	:	Tara Hospital is committed to the pursuit of diversity, redress and will promote representation in terms of race, disability, and gender. Applications must consist of a fully completed and signed new (effective from 01/01/2021) Z83 (81/971431) form with a comprehensive CV containing at least three (3) contactable references. Certified copies of qualifications, ID, Statutory

Registrations, or other relevant certificates need not be attached when applying for the post. Only short-listed candidates will be required to submit certified documents on or before the interview date following communication from HR. The relevant reference number / post number must be quoted in the application form. In terms of the National Qualification Framework Amendment Act 2019 it is an offence for any person to falsely or fraudulently claim to hold a qualification. Any person found to be misrepresenting their qualifications, work experience or facts in their CV will be disqualified and reported to the appropriate authority.

- CLOSING DATE** : 24 November 2023
- POST 41/22** : **PROFESSIONAL NURSE (GRADE 1-3) REF NO: JUB 38/2023**
Directorate: Nursing Services
Re -advert, those who applied before are requested to re-apply.
- SALARY** : Grade 1: R293 670 per annum
Grade 2: R358 626 per annum
Grade 3: R431 265 per annum
- CENTRE REQUIREMENTS** : Jubilee District Hospital
: **Grade 1:** A Basic R425 (i.e., Degree/Diploma in nursing) or equivalent NQF 6 qualification that allows registration with the SANC as a professional nurse. **Grade 1:** A minimum of 4 years appropriate experience in nursing after registration as Professional Nurse with SANC in general nursing. **Grade 2:** A minimum of 10 Years appropriate /recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. **Grade 3:** A minimum of 20 years appropriate /recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Experience in General Nursing care process and procedures, quality assurance, patient experience of care, patients' safety, infection control, and relevant legal frameworks e.g., National core standards. Knowledge and insight into the relevant legal framework such as the Nursing Act, scope of practice, and basic knowledge of the Labour Relations Act. Understanding of Public Service Regulations. Good ethical practices, caring attitude, quality patient care, multi-cultural, nursing advocacy, first aid, patient support, communication, planning, organizational, conflict and personnel management as well as administrative skills.
- DUTIES** : Demonstrate an understanding of nursing legislation and related legal and ethical nursing practices. Perform a Clinical Nursing practice in accordance with the scope of practice and Nursing standards as determined by the relevant health facility. Promote quality of Nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Render holistic specialized nursing care to patients as a member of the multi-disciplinary team. Train and supervise junior staff and students in the ward. Maintain accreditation standards and ensuring compliance with National Norms and Standards. Participate in staff development, training research and meetings in the ward and with the multi-disciplinary teams in service delivery. Maintain Infection Prevention Control and staff and patient's safety. Generic competence: Demonstrate effective communication with patients, supervisors, and other clinicians, including report writing when required Work as part of the multidisciplinary team to ensure good nursing care Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial, or religious differences. Able to plan and organise own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient's needs, requirements, and expectations (Batho Pele).
- ENQUIRIES APPLICATIONS** : Ms Aphane KJ Tel No: (012) 717 9300
: documents must be submitted to Jubilee District Hospital Human Resource Department Private Bag X449, Hammanskraal, 0400 or hand delivered to Stand No. 92 Jubilee Road, Jubilee District Hospital.
- NOTE** : The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.gov.za, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate, and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. General

Information: Short-listed candidates must be available for interviews at a date and time determined by Jubilee District Hospital. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.

<u>CLOSING DATE</u>	:	24 November 2023 by Time: 15H00
<u>POST 41/23</u>	:	<u>STAFF NURSE/ENROLLED NURSE GRADE: 1-2 REF NO: KPHT/10/15 (X6 POSTS)</u> Directorate: Nursing Services
<u>SALARY</u>	:	Grade 1: R199 725 - R222 939 per annum, (plus benefits) Grade 2: R237 210 - R264 948 per annum, (plus benefits) Grade 3: R277 752 – R337 860 per annum, (plus benefits)
<u>CENTRE REQUIREMENTS</u>	:	Kalafong Provincial Tertiary Hospital Grade 12 or equivalent qualification. Qualification that allows registration with South African Nursing Council (SANC) as an Enrolled Nurse. Current registration with the SANC as an Enrolled Nurse. Grade 1: Less than 3 years appropriate /recognized nursing experience after registration with SANC as Enrolled Nurse. Grade 2: 10 years or more, but less than 13 years appropriate /recognized experience with the SANC as Enrolled Nurse. Knowledge of nursing care processes and procedures, nursing statutes, National Core Standards and other relevant legal frameworks such as Nursing Act, OHS Act, Patient's Rights Charter, Responsibilities, Batho-Pele principles, Public Service regulations, Labour Relations Act, Disciplinary Code and Procedure, Grievance Procedure etc. Competency: perform an elementary Clinical Nursing Practice in accordance with the scope of practice and Nursing standards. Promote quality elementary Nursing care as directed by the relevant health facility. Demonstrate elementary understanding of Nursing legislation and related legal and ethical Nursing Practices. Skills: Insight into procedures and policies pertaining to Nursing Care. Ability to function as part of a team. Basic communication and writing skills. Basic interpersonal skills and elementary facilitation.
<u>DUTIES</u>	:	Development and implementation of basic patient care. Provide basic Clinical nursing care. Effective utilization of resources. Maintain professional growth/ethical standards and self –development.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms K Kelembe Tel No: (012) 318 6634/6930 must be submitted to: Kalafong Provincial Tertiary Hospital, Human Resource Department, Private Bag X396, Pretoria, 0001. Hand Delivery at Kalafong Security Gate and sign in register book.
<u>NOTE</u>	:	Applications must be filled on a new Z83 effective from 1 January 2021 form and a comprehensive CV (with detailed previous experience). Failure to do so will result in your application being disqualified. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. Qualifications of candidates recommended for appointment will be verified. Applicant in a possession of a foreign qualification when shortlisted must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Candidates will be subjected to security screening and vetting process. Applications received after closing date will not be accepted. The Department reserves the right to not make an appointment. Candidates will be expected to be available for selection interviews on the date, time and place determined by the Department. The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know. Medical surveillance will be conducted on the recommended applicants, at no cost. People with disabilities are welcome to apply.
<u>CLOSING DATE</u>	:	24 November 2023
<u>POST 41/24</u>	:	<u>NURSING ASSISTANT REF NO: KPHT/10/16 (X4 POSTS)</u> Directorate: Nursing Services
<u>SALARY</u>	:	Grade 1: R157 761 - R175 728 per annum, (plus benefits) Grade 2: R184 026 - R205 281 per annum, (plus benefits) Grade 3: R216 876 – R264 948 per annum, (plus benefits)

<u>CENTRE REQUIREMENTS</u>	:	Kalafong Provincial Tertiary Hospital
	:	Grade 12 or equivalent qualification, one (1) year Nursing Assistant Certificate that allows registration with South African Nursing Council (SANC). Current registration with the SANC as an Enrolled Nursing Assistant. Knowledge of Nursing Care process and procedures, Nursing Statutes, National Core Standard and other relevant Legal Framework such as the Nursing Act, OHS Act, Patients' Rights Charter, Responsibilities, Batho-Pele Principles, Public Service Regulations, Labour Relations Act, Disciplinary Code and Procedure, Grievance Procedure etc.
<u>DUTIES</u>	:	Successful candidates will be assisting patients with the activities of daily living (physical care). Provide elementary clinical nursing care. Effective utilization of resource. Maintain professional growth /ethical standards and self-development.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms K Kelembe Tel No: (012) 318 6634/6930
	:	must be submitted to: Kalafong Provincial Tertiary Hospital, Human Resource Department, Private Bag X396, Pretoria, 0001. Hand Delivery at Kalafong Security Gate and sign in register book.
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<u>CLOSING DATE</u>	:	24 November 2023
<u>POST 41/25</u>	:	<u>PSYCHOLOGIST (SESSIONAL) REF NO: REFS/021123</u> Directorate: Psychology
<u>SALARY</u>	:	R380.00 – R512.00 per hour
<u>CENTRE</u>	:	Tara the H. Moross Centre, Sandton
<u>REQUIREMENTS</u>	:	The candidate must have a Master's Degree in Clinical, Counselling or Educational Psychology and current registration with the Health Professions Council of South Africa (HPCSA) in the appropriate category. Broad experience working in a psychiatric setting is an absolute requirement. Knowledge of and experience working with a wide range of patients, and particularly with adults, children, adolescents, and their families is necessary. In-depth knowledge of and experience with complex trauma as well as psychopathology within individuals and within systems is required. Experience in psychometric assessment, different forms of individual and group therapy including DBT, and parent counselling is necessary. The candidate must be abreast of the Mental Health Care Act and the Children's Act and other laws and policies pertaining to the field and have a sound knowledge of professional ethics. The candidate must be computer literate and in possession of a valid driver's license.
<u>DUTIES</u>	:	Duties will include the provision of suitable therapeutic modalities and interventions, including the out-patient family therapy clinic and psychometric evaluation. The candidate will work within a multidisciplinary team. The candidate will assist in coordinating, developing, and promoting service delivery where relevant in the hospital. They will be expected to attend and participate in relevant ward rounds and meetings. The candidate will need to have knowledge of the local mental health care environment and the ability to identify, implement and provide outreach services as part of a multi-disciplinary team, to the surrounding community.
<u>ENQUIRIES</u>	:	Prof Y Kadish Tel No: (011) 535 3159/60

APPLICATIONS

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NOTE

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CLOSING DATE

: 24 November 2023