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Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

PUBLIC SERVICE VACANCY CIRCULAR

PUBLICATION NO 23 OF 2025

DATE ISSUED 04 JULY 2025

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.

AMENDMENT

: **DEPARTMENT OF HIGHER EDUCATION AND TRAINING:** Kindly note that the posts of Community Education and Training Two (X2) Posts: Principal published on Public Service Vacancy Circular 22 dated 27 of June 2025 with the closing date of 18 July 2025 are two (2) posts. Branch: Gauteng Cet College with Ref No: DHET20/06/2025 and Eastern Cape Cet College with Ref No: DHET21/06/2025

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**PROVINCIAL ADMINISTRATION: EASTERN CAPE
DEPARTMENT OF HEALTH**

APPLICATIONS

: Applications directed at the addresses as indicated below or Hand Delivery as indicated below:

Livingstone Tertiary Hospital - Post to: Recruitment & Selection Section, Private Bag x, Korsten, 6014 or Hand deliver to Nurses Home, 2nd Floor, Stanford Road, and Korsten Port Elizabeth. Enquiries: Ms L Mabanga Tel No: (041) 405 2348.

Fort England Psychiatric Hospital – Post to: HR Office, Fort England Psychiatric Hospital, Private Bag X1002, Grahamstown, 6140 or hand delivery to: Human Resource Office, Fort England Psychiatric Hospital, York Street, Grahamstown, 6140. Enquiries: Ms Nazo Tel No: (046) 602 2300.

Frere Tertiary Hospital - Post to: Human Resource Office, Frere Hospital, Private Bag X9047, East London, 5200 or Hand delivery to: Human Resource Office, Frere Hospital, Amalinda Main Road, East London, 5200 Enquiries: Ms N Mthitshana Tel No: (043) 709 2487/2532.

Nelson Mandela Academic Hospital - Post to: Nelson Mandela Academic Hospital, Private Bag x5014 Mthatha 5099. Hand Deliver to: Human Resource Office, Nelson Mandela Academic Hospital, Nelson Mandela Drive, Mthatha 5099. Enquiries: Ms Calaza Tel No: (047) 502 4469.

OR Tambo District Office - Post to: HR Office, OR Tambo Health District Office, Private Bag X OR 5005, Mthatha 5099 or Hand Deliver to: HR Office, 9th Floor Room 19 Botha Sigcawu Building Enquiries: Ms Z Mtimba Tel No: (047) 502 9000.

CLOSING DATE

: 18 July 2025

NOTE

: Applications must be posted on the new Z83 Form, a comprehensive CV, indicating three reference persons: Name and Contact Numbers, A relationship with reference. Applicants are only required to submit a Z83 form and a comprehensive CV. Communication from the HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore, only shortlisted candidates for a post will be required to submit certified documents (copies of Qualification(s) inclusive of Matric certificate, Identity document, Proof of registration, proof of citizenship if not RSA citizen) on or before the day of the interview following communication from HR. Applicants must note that further Personnel Suitability checks will be conducted on short-listed candidates and that their appointment is subject to the outcome of these checks which include security clearance, security vetting, qualification verification and criminal record checks. Reference checks will be done on nominated candidate(s). 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. People with disabilities are encouraged to apply for these posts.

OTHER POSTS**POST 23/102**

: **HEAD CLINICAL DEPARTMENT (ONCOLOGY) REF NO: ECHEALTH/HCD-ON/FTH/ARP/NTSG/01/07/2025**

**SALARY
CENTRE
REQUIREMENTS**

: R2 600 811 – R2 760 408 per annum, (OSD)
: Buffalo City Metro, Frere Tertiary Hospital
: An Appropriate qualification that allows registration with the Health Professions Council of South Africa as a Medical Specialist. A minimum of 3 years' appropriate experience after registration experience with HPCSA as a Medical Specialist in Oncology. Outstanding clinical skills in the field preferably in the public service environment. Ability and practical experience to set up and provide training program for undergraduate and postgraduates. Candidates with published research will be an added advantage. Ability to work as a team. Knowledge of relevant health & labour legislation. Proven leadership skills.

DUTIES

: The Head of Department (HOD) is responsible for leading and managing teaching and learning, research, community engagement and administrative duties. Serve in various faculty and campus committees and chair the Departmental Board. Promotion of quality education, research and community

		engagement and the provision of academic and administrative leadership within the department. Responsibilities also include the departmental PQM, quality assurance, risk management, change management, human resources management and financial and budgeting responsibilities. Service delivery, teaching and training of under and post graduate students. Reduce the backlog in drainage areas. Develop outreaches and inreach programs to the whole service platform. Develop and conduct daily academic programs. Provide strategic leadership in the respective clinical department. Oversee and manage quality improvement activities including clinical audit, data management, monitoring and evaluation, and regular reporting on key indicators related; manage and support staff and participate in departmental Functional Business Unit activities. Leadership of research activities in the Department. Participate in outreach activities and/ or support of District Hospitals. Participate in the ongoing provision of undergraduate and post graduate training/teaching. Manage staff in the department. Manage Performance and Development (PMDS) and perform quarterly reviews of sub-ordinates. Participate in the ongoing provision of under-graduate and post-graduate teaching.
<u>ENQUIRIES</u>	:	Ms N Mthitshana Tel No: (043) 709 2487/2532.
<u>POST 23/103</u>	:	<u>HEAD CLINICAL DEPARTMENT (ANAESTHETICS) REF NO: ECHEALTH/HCD-ANA/FTH/ARP/NTSG/01/07/2025</u>
<u>SALARY</u>	:	R2 600 811 – R2 760 408 per annum, (OSD)
<u>CENTRE</u>	:	Buffalo City Metro, Frere Tertiary Hospital
<u>REQUIREMENTS</u>	:	An Appropriate qualification that allows registration with the Health Professions Council of South Africa as a Medical Specialist. A minimum of 3 years' appropriate experience after registration experience with HPCSA as a Medical Specialist in Anesthetics. Outstanding clinical skills in the field preferably in the public service environment. Ability and practical experience to set up and provide training program for undergraduate and postgraduates. Candidates with published research will be an added advantage. Ability to work as a team. Knowledge of relevant health & labour legislation. Proven leadership skills.
<u>DUTIES</u>	:	The Head of Department (HOD) is responsible for leading and managing teaching and learning, research, community engagement and administrative duties. Serve in various faculty and campus committees and chair the Departmental Board. Promotion of quality education, research and community engagement and the provision of academic and administrative leadership within the department. Responsibilities also include the departmental PQM, quality assurance, risk management, change management, human resources management and financial and budgeting responsibilities. Service delivery, teaching and training of under and post graduate students. Reduce the backlog in drainage areas. Develop outreaches and inreach programs to the whole service platform. Develop and conduct daily academic programs. Provide strategic leadership in the respective clinical department. Oversee and manage quality improvement activities including clinical audit, data management, monitoring and evaluation, and regular reporting on key indicators related; manage and support staff and participate in departmental Functional Business Unit activities. Leadership of research activities in the Department. Participate in outreach activities and/ or support of District Hospitals. Participate in the ongoing provision of undergraduate and post graduate training/teaching. Manage staff in the department. Manage Performance and Development (PMDS) and perform quarterly reviews of sub-ordinates. Participate in the ongoing provision of under-graduate and post-graduate teaching.
<u>ENQUIRIES</u>	:	Ms N Mthitshana Tel No: (043) 709 2487/2532
<u>POST 23/104</u>	:	<u>HEAD CLINICAL UNIT (UROLOGY) REF NO: ECHEALTH/HCU-UR/FTH/ARP/NTSG/01/07/2025</u>
<u>SALARY</u>	:	Grade 1: R2 084 754 – R2 212 680 per annum, (OSD), an all-inclusive package Grade 2: R2 279 559 – R2 492 571 per annum, (OSD), an all-inclusive package
<u>CENTRE</u>	:	Buffalo City Metro, Frere Tertiary Hospital
<u>REQUIREMENTS</u>	:	Appropriate qualification that allows registration with the Health Professions Council of South Africa as a Medical Specialist. A minimum of 3 years' appropriate experience after registration experience with HPCSA as a Medical Specialist in Urology. Outstanding clinical skills in the field preferably in the public service environment. Ability and practical experience to set up and provide training program for undergraduate and postgraduates. Candidates

		with published research will be an added advantage. Ability to work as a team. Knowledge of relevant health & labour legislation. Proven leadership skills.
<u>DUTIES</u>	:	Provision of a quality, cost effective and efficient 24-hour ophthalmic service in keeping with Batho Pele Principles. Responsible for training & guidance of Registrars, Medical Officers, Medical Interns, Community Service Medical Officers, Medical Students & other categories in the department including running of an academic/in service program for doctors and optometrists. Ensure that the department is compliant with the National Core Standards Ideal Hospital Realisation Framework. Coordinate and compile Medico-legal reports & attend to all legal issues pertaining to the department. Development operational plans, quarterly & annual reports. Oversee performance of Clinical audits & departmental mortality & morbidity meetings. Direct clinical governance activities in the department. Establish protocols for the management of patients. Co-ordinate with relevant departmental heads to ensure optimal care for patients. Lead and supervise departmental research activities.
<u>ENQUIRIES</u>	:	Ms N Mthitshana Tel No: (043) 709 2487/2532
<u>POST 23/105</u>	:	<u>OBSTETRICIAN AND GYNAECOLOGIST (DCST) REF NO: ECHEALTH/DCST-OBS/ORT/ARP/NHI/01/07/2025</u> (1-year Contract)
<u>SALARY</u>	:	Grade 1: R2 084 754 – R2 212 680 per annum, (OSD), an all-inclusive package Grade 2: R2 279 559 – R2 492 571 per annum, (OSD), an all-inclusive package
<u>CENTRE</u>	:	OR Tambo District
<u>REQUIREMENTS</u>	:	Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as an Obstetrician and Gynaecologist Plus at least 3 years' experience after obtaining qualification. Sound knowledge of the following: Own clinical discipline, Medical ethics, Programme planning, implementation and evaluation, Information management programmes, Epidemiology and statistics, Quality assurance and improvement programmes, Human resources and financial management, Health and Public Service legislation, regulations and policy. Demonstrated skills in the following areas: Leadership, Communication, Teaching, mentorship and coaching, Problem solving, Functioning in a multi-disciplinary team, Computer literacy. Behavioural attributes reflecting the following: Stress tolerance, Self-confidence, Objectivity, Ethical, Empathic. Willingness to work at other facilities in the Sub-structure. Competencies (knowledge/skills): Appropriate experience working at a Primary Healthcare facility in a District Health system. Clinical knowledge to manage complex clients referred from other clinical staff and liaise with other specialists for more advanced care. Ability to work within and lead a multi-disciplinary team to provide service delivery to clients in a Primary Health Care setting. A valid driver's license.
<u>DUTIES</u>	:	Represent obstetrics and gynaecology as a member of a District Clinical Specialist Team responsible for the delivery of quality health care for mothers, babies and children at all levels within a health district. Promote equitable distribution of resources and access to an appropriate level of care for all mothers, babies and children throughout the district. Maintain personal competency as an obstetrician and gynaecologist by spending 10 to 20% of time on continuing professional education and clinical care at the regional or tertiary hospital. Spend at least 80% of time on supporting the improvement of obstetrics and gynaecological services within the district. Support obstetric, neonatal and sexual and reproductive health care service delivery in the district. Primarily support district hospitals with all aspects of service delivery related to obstetrics and gynaecology. Secondly support clinics, community health centres and primary health care outreach teams, including engaging private sector obstetricians and gynaecologists with service delivery related matters. Promote clinical effectiveness in all facilities through supporting outreach programmes and development, dissemination or implementation of clinical protocols and standard treatment guidelines aligned with national norms and standards. Facilitate and participate in the development, training and mentorship of health professionals in all facilities within the district. Facilitate and participate in the training, development and mentorship of under- and post graduate medical, nursing and allied health professionals. This may require involvement with local academic training institutions. Work with the District Management Team to establish and maintain systems including surveillance, health information, communication and referral guidelines and

processes to support the delivery of obstetrics and gynaecological services. Provide support to ensure appropriate infrastructure, equipment, resources and sundries for the provision of quality clinical care. Initiate, support and participate in risk management activities for patients (e.g. critical event analysis, morbidity and mortality meetings), practitioners (e.g. infection control) and the organization (e.g. performance reviews). Initiate, support and participate in clinical audit and quality improvement cycles with specific focus on obstetrics and gynaecological assessments. Implement effective monitoring and evaluation processes, effective use of data and appropriate reporting on outputs and health outcomes. Initiate, support or participate in relevant research. This may require involvement with local academic training institutions. Foster effective teamwork and collaboration within the DCST. Enable engagement with the local community, relevant non-government organisations and private providers. Facilitate and ensure effective communication with all management structures within the district, the regional and tertiary hospitals as relevant as well as the provincial Department of Health. Present regular reports on activities, health services and programmes. Participate in provincial and national activities and initiatives to save mothers, babies and children. Assist with strategic and operational planning of services in the district and/or catchment area of the regional hospital. Assist with the coordination and supervision of obstetrics and gynaecological services within the district. Assist with the recruitment and management of relevant human resources.

<u>ENQUIRIES</u>	:	Ms Z Mtimba Tel No: (047) 502 9000
<u>POST 23/106</u>	:	<u>FAMILY PHYSICIAN (DCST) REF NO: ECHEALTH/DCST-FP/ORT/ARP/NHI/01/07/2025</u> (1-year Contract)
<u>SALARY</u>	:	Grade 1: R2 084 754 – R2 212 680 per annum, (OSD), an all-inclusive package Grade 2: R2 279 559 – R2 492 571 per annum, (OSD), an all-inclusive package
<u>CENTRE</u>	:	OR Tambo District
<u>REQUIREMENTS</u>	:	Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Family Physician Plus at least 3 years' experience after obtaining qualification. Sound knowledge of the following: Own clinical discipline, Medical ethics, Programme planning, implementation and evaluation, Information management programmes, Epidemiology and statistics, Quality assurance and improvement programmes, Human resources and financial management, Health and Public Service legislation, regulations and policy. Demonstrated skills in the following areas: Leadership, Communication, Teaching, mentorship and coaching, Problem solving, Functioning in a multi-disciplinary team, Computer literacy. Behavioural attributes reflecting the following: Stress tolerance, Self-confidence, Objectivity, Ethical, Empathic. Willingness to work at other facilities in the Sub-structure. Competencies (knowledge/skills): Appropriate experience working at a Primary Healthcare facility in a District Health system. Clinical knowledge to manage complex clients referred from other clinical staff and liaise with other specialists for more advanced care. Ability to work within and lead a multi-disciplinary team to provide service delivery to clients in a Primary Health Care setting. A valid driver's license.
<u>DUTIES</u>	:	Represent family medicine as a member of the District Clinical Specialist Team (DCST) responsible for the delivery of quality health care for mothers, babies and children at all levels within a health district. Promote equitable distribution of resources and access to an appropriate level of care for all mothers, babies and children throughout the district. Maintain personal competency as a family physician by spending 10 to 20% of time on continuing professional education and clinical care at a relevant facility be it a district, regional or tertiary hospital. Spend at least 80% of time on supporting the improvement of health services within the district. Support community orientated clinical services in the district by responding to family and community health needs, spanning the range of risk and environmental hazards within families and communities. Primarily support clinics, community health centres and primary health care outreach teams, including engaging private sector practitioners regarding service delivery related matters. Secondly support district hospitals with all aspects of service delivery related to family practice. Promote clinical effectiveness in all facilities through supporting outreach programmes to primary care teams in their community, dissemination or implementation of clinical protocols and

standard treatment guidelines aligned with national norms and standards. Facilitate and participate in the development, training and mentorship of health professionals in all facilities within the district. Facilitate and participate in the training, development and mentorship of under- and post graduate medical, nursing and allied health professionals. This may require involvement with local academic training institutions. Work with the District Management Team to establish and maintain systems including surveillance, health information, communication and referral guidelines and processes to support the delivery of medical services, including epidemiological research, disease profiles and establishment of community needs. Provide support to ensure appropriate infrastructure, equipment, resources and sundries for the provision of quality clinical care. Initiate, support and participate in risk management activities for patients (e.g. critical event analysis, morbidity and mortality meetings), practitioners (e.g. infection control) and the organization (e.g. performance reviews). Initiate, support and participate in clinical audit and quality improvement cycles. Implement effective monitoring and evaluation processes, effective use of data and appropriate reporting on outputs and health outcomes. Initiate, support or participate in relevant research. This may require involvement with local academic training institutions. Foster effective teamwork and collaboration within the DCST. Enable engagement with the local community, relevant non-government organisations and private providers. Facilitate and ensure effective communication with all management structures within the district, the regional and tertiary hospitals as relevant, as well as the provincial Department of Health. Present regular reports on activities, health services and programmes. Participate in provincial and national activities and initiatives to save mothers, babies and children. Assist with strategic and operational planning of services in the district and/or catchment area of the regional hospital. Assist with the coordination and supervision of medical services within the district. Assist with the recruitment and management of relevant human resources.

ENQUIRIES

: Ms Z Mtimba Tel No: (047) 502 9000

POST 23/107

: **SENIOR MANAGER: MEDICAL SERVICES REF NO: ECHEALTH/FTH/ARP/NTSG/ARP/01/07/2025**

SALARY CENTRE REQUIREMENTS

: R1 826 139 – R2 212 680 per annum, (OSD), an all-inclusive package
: Buffalo City Metro, Frere Tertiary Hospital
: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with the HPCSA as a Medical Practitioner. Experience: A minimum of 3 years of appropriate experience as a Medical Practitioner. Competencies: Appropriate and proven managerial experience in a Health Care environment, including leadership, strategic and operational skills, to enable the practical implementation of the departmental vision. Specific Knowledge and proven managerial experience regarding management of Clinical Services; Human Resource Management, Financial Resource Management and Infrastructure which will enable the effective planning of clinical services according to available corporate resources. Extensive knowledge of National, Provincial, and institutional health delivery systems, policies and laws which govern resource allocations, as well as Medico-Legal matters. Proven skills in quality improvement strategies and implementation thereof. Excellent communication (written and verbal) and conflict management skills. Proven computer literacy with proficiency in (i.e. MS Word, Excel and PowerPoint) with the ability to understand and analyse statistical and financial information in order to plan clinical services. A valid driver's license.

DUTIES

: Overall strategic and operational management of clinical services within the given clinical and corporate governance frameworks. Participate in strategies to strengthen relationships in the regional and district health care system to ensure equity of access to specialized care within the drainage system. Ensure that the highest standards of patient care are maintained and determine policies and practices regarding admission, treatment, and discharge of patients with available resources. Effective, efficient, and sustainable human resource management and planning within relevant general specialist and highly specialized clinical departments. Continuous improvement of technical quality, internal efficiency, effectiveness and appropriateness of relevant FBUs, i.e. ensuring a well-functioning clinical Centre within available human and financial resources. Special portfolios/projects, as delegated by the CEO.

		Ensure the effective, sufficient and sustainable functioning within the National and Provincial Health policies. Support HEIs to provide, facilitate and promote training, teaching and research, members of the hospital management and the Faculty of Health Sciences of the Universities of Walter Sisulu and Nelson Mandela. Ensure and provide a platform for teaching, training, development, and research.
<u>ENQUIRIES</u>	:	Ms N Mthitshana Tel No: (043) 709 2487/2532
<u>POST 23/108</u>	:	<u>MEDICAL SPECIALIST GRADE 1 – 3 (PSYCHIATRY) REF NO: ECHEALTH/MS-PSY/FEPH/ARP/NTSG/01/07/2025</u>
<u>SALARY</u>	:	Grade 1: R1 341 855 – R1 422 810 per annum, (OSD), an all-inclusive package Grade 2: R1 531 032 – R1 623 609 per annum, (OSD), an all-inclusive package Grade 3: R1 773 222 – R2 212 680 per annum, (OSD), an all-inclusive package
<u>CENTRE</u>	:	Sarah Baartman District, Fort England Psychiatric Hospital
<u>REQUIREMENTS</u>	:	An appropriate qualification that allows registration with HPCSA as a Medical Specialist in a normal specialty. Registration with HPCSA as Medical Specialist in a normal specialty. Current registration with the Health Professions Council of South Africa (HPCSA). Grade 1: None after registration with the HPCSA as Medical Specialist a normal specialty. Grade 2: A minimum of 5 years appropriate experience as Medical Specialist after registration with HPCSA as Medical Specialist in a normal specialty/sub-specialty. Grade 3: A minimum of 10 years appropriate experience as Medical Specialist after registration with HPCSA as Medical Specialist in a normal specialty. Having experience of working in recognised public institutions as a specialist in the specified discipline is an added advantage. Candidate must have also worked in the hospital environment with knowledge in primary, secondary, tertiary and quaternary levels care. Be willing to work in teaching environment working with Registrars and undergraduate students. Knowledge of and experience in leading a team. A good knowledge of prescripts governing the practice of medicine in South Africa. Willingness to work and deliver services in rural settings. Service delivery innovation in line with Batho Pele principles. Good verbal and written communication skills, including report writing, preferably in languages spoken in the region (IsiXhosa and English). Preparedness to work under pressure and for extended hours. Computer literate. Disposition to travel to referring health facilities for outreach purposes. A valid driver's licence.
<u>DUTIES</u>	:	Provide strategic leadership and strategic direction to the relevant domain. Render clinical duties in specialist clinics and other areas in the discipline. Provide expert advice and guidance when necessary and perform commuted overtime duties as required by the domain. Participate in academic programmes such as lecturing of undergraduate medical students, nursing and allied Health Care workers. Be actively involved in research and publish articles. Participate in Outreach Programme for the transfer of skills by giving clinical and academic support to peripheral health facilities and provide quality clinical services. Ensure that quality services based on evidence is rendered. Develop, review and implement standardised clinical guidelines and protocols in relevant domain. Manage the provision of outreach services for peripheral health facilities.
<u>ENQUIRIES</u>	:	Ms Nazo Tel No: (046) 602 2300
<u>POST 23/109</u>	:	<u>ASSISTANT DIRECTOR: MEDICAL PHYSICS REF NO: ECHEALTH/ADMP/LTH/NTSG/ARP/01/07/2025</u>
<u>SALARY</u>	:	R1 124 517 – R1 282 524 per annum, (OSD)
<u>CENTRE</u>	:	Nelson Mandela Metro, Livingstone Tertiary Hospital
<u>REQUIREMENTS</u>	:	An appropriate qualification that allows for registration with the HPCSA as a Medical Physicist. Registration with the HPCSA as a Medical Physicist. Experience: A minimum of 3 years' appropriate experience after registration as Medical Physicist. The candidate must be able to manage and supervise a subsection of the department with thorough knowledge of radiographic techniques, radiation protection, quality assurance, PACS and equipment safety. Strategic planning and organizational skills. Knowledge of Patient Archiving and Communication Systems with good administrative, supervisory, and managerial skills. Competencies: In depth knowledge and skills relating to medical physics and quality assurance processes, tests and regulations associated with radiation emitting devices primarily in Radiology. Sound knowledge of radiotherapy physics, radiotherapy equipment, dosimetry,

		treatment planning and HDR brachytherapy. Knowledge of computers and software used in Radiology (imaging and dose assessment), Radiotherapy (modern RT techniques) and Nuclear Medicine. Knowledge of quality assurance and radiation protection aspects of all radiation therapy and radiation imaging equipment. Exceptional technical, management, administration, communication and interpersonal skills as pertaining to the scope of profession of Medical Physicist, both within service delivery as well as teaching environment. Research, development and teaching/training skills. Good leadership, communication and interpersonal relationship skills.										
<u>DUTIES</u>	:	To coordinate, supervise & provide comprehensive clinical medical physics services. Responsibility for the dosimetry, quality assurance and radiation protection functions of Medical Physics in the Department of Radiation Oncology, with support to Nuclear Medicine and Diagnostic Radiology. Provide Medical Physics support for Radiation Oncology treatment units including acceptance testing, commissioning, calibration, and quality assurance. Provide Medical Physics support for Radiation Oncology Treatment Planning. Participating in the implementation of new treatment techniques. Responsible for maintaining an effective radiation protection programme for the hospital, including reporting and monitoring radiation incidents. Assist in the specification, procurement, installation and commissioning of radiation emitting devices in the hospital as required. Provide clinical Medical Physics advice as required in Radiotherapy, Nuclear Medicine and Radiology. Training and education of Medical Physics Interns and other professionals in associated departments. Participate in middle management and delegated management tasks, including record keeping, statistic collation assists with budget control, and assets management. Active participation and assistance with research and development programmes of the Medical Physics Department. To participate in student training, supervision and performance evaluation. Perform administration of tasks in the section. Participate in Formulation, implement, monitor and evaluate operational plans in keeping with the strategic plans of the institution. To assist in management of the resources of the department namely: human, finance and assets)										
<u>ENQUIRIES</u>	:	Ms. L Mabanga Tel No: (041) 405 2348										
<u>POST 23/110</u>	:	<table><tr><td><u>DEPUTY</u></td><td><u>MANAGER</u></td><td><u>NURSING</u></td><td><u>REF</u></td><td><u>NO:</u></td></tr><tr><td colspan="5"><u>ECHEALTH/DMN/FEPH/ARP/NTSG/01/07/2025</u></td></tr></table>	<u>DEPUTY</u>	<u>MANAGER</u>	<u>NURSING</u>	<u>REF</u>	<u>NO:</u>	<u>ECHEALTH/DMN/FEPH/ARP/NTSG/01/07/2025</u>				
<u>DEPUTY</u>	<u>MANAGER</u>	<u>NURSING</u>	<u>REF</u>	<u>NO:</u>								
<u>ECHEALTH/DMN/FEPH/ARP/NTSG/01/07/2025</u>												
<u>SALARY</u>	:	R1 028 091 - R1 132 428 per annum, (OSD), an all-inclusive package										
<u>CENTRE</u>	:	Sarah Baartman District, Fort England Psychiatric Hospital										
<u>REQUIREMENTS</u>	:	Basic R425 qualification Diploma/Degree in Nursing or equivalent qualification that allows registration with SANC as a Professional Nurse General. Minimum of 9 years after registration as a Professional Nurse, at least 4 years' appropriate recognizable experience must be at Management Level. Demonstrate advanced understanding and application of Nursing legislation and related legal and ethical nursing practices. Knowledge of PFMA, HR Management. Knowledge of Public Sector Legislation and relevant Prescript/Regulation, Batho Pele Principles and patient Right Charter. Strong leadership, good interpersonal relations, effective problem solving, management and decision-making skills. Good verbal and written communication skills are essential requirements. A valid driver's license.										
<u>DUTIES</u>	:	To manage and provide strategic Nursing leadership and direction to the Nursing Services. Plan and monitor the objectives of the specialized unit in line with the strategic plan of the institution and Department. Coordinate and maintain conducive/constructive working relationships with Nursing and other stakeholders. Ensure compliance with professional and ethical practice. Monitor and ensure nursing care is practiced in accordance with the statutory law, policies and procedures governing the Nursing Profession, Labour and Health Care. Effective management and utilization of Human and Material Resources. Ensure effective implementation of PMDS. Monitor compliance to Quality Assurance and Infection Control and Occupational Health and Safety standards and National Core Standards Compliance. Ensure efficient and effective execution of administration functions of the Nursing unit.										
<u>ENQUIRIES</u>	:	Ms Nazo Tel No: (046) 602 2300										

<u>POST 23/111</u>	:	<u>MEDICAL PHYSICIST GRADE 1-3 REF NO:</u> <u>ECHEALTH/MEDP/LTH/ARP/NTSG/01/07/2025</u>
<u>SALARY</u>	:	Grade 1: R811 662 – R899 085 per annum, (OSD), an all-inclusive package Grade 2: R916 437 - R1 001 022 per annum, (OSD), an all-inclusive package Grade 3: R1 045 446 - R1 174 848 per annum, (OSD), an all-inclusive package
<u>CENTRE REQUIREMENTS</u>	:	Nelson Mandela Metro, Livingstone Tertiary Hospital An appropriate qualification that allows for registration with the Health Professions Council of South Africa (HPCSA) as a Medical Physicist. Registration with the HPCSA as a Medical Physicist (Independent Practice). Current and active registration with HPCSA as a Medical Physicist Experience: Grade 1: None after registration with HPCSA as a Medical Physicist. Grade 2: 8 years appropriate experience after registration with the HPCSA as a Medical Physicist. Grade 3: 16 years appropriate after registration with the HPCSA as a Medical Physicist. Ability to work under pressure and meet deadlines. Be a highly motivated and methodical individual who pays attention to detail with exceptional standards for accuracy. Capable of using initiative for problem solving, recognizing the need for action, considering possible risks and taking responsibility for results. Good communication, interpersonal relationships, research, development and teaching skills. Knowledge of statutory regulations regarding the medical use of ionizing radiation, particularly concerning diagnostic radiology. Potential to develop management skills. Skills pertaining to the scope of the profession of medical physicists. Understand the physics of radiotherapy-, diagnostic X-ray and nuclear medicine equipment, computers and software; and have a thorough knowledge of diagnostic radiology physics.
<u>DUTIES</u>	:	Routine Medical Physics service delivery activities in Radiotherapy, Nuclear Medicine and Diagnostic Radiology Assisting with departmental administration. Assistance with equipment tender preparation, evaluation and commissioning. Responsibility for the management of the dosimetry, quality assurance and radiation protection functions of Medical Physics in the Department of Diagnostic Radiology, with support to Radiation Oncology. External Coordination with other institutions in the province or national on Medical Physics activities. Attending and presenting at meetings, workshops and CPD activities. Operation, monitoring of maintenance, record keeping and care of all equipment and accessories. Design and implementation of new protocols. Teaching and training skills, radiation protection and handling, transporting and disposal of radioactive materials. Ability to solve radiotherapy physics problems. Performance of quality control procedures in radiotherapy. Provide medical physics support for radiation oncology treatment unit including Sound knowledge of radiotherapy dosimetry equipment, treatment planning acceptance testing, commissioning, calibration and quality assurance. Provide medical physics support in radiation oncology treatment planning. Participating in the implementation of new treatment techniques. Provide radiation protection services and ensure regulatory compliance for the institution.
<u>ENQUIRIES</u>	:	Ms. L Mabanga Tel No: (041) 405 2348
<u>POST 23/112</u>	:	<u>MEDICAL PHYSICIST GRADE 1-3 REF NO:</u> <u>ECHEALTH/MEDP/NMAH/ARP/NTSG/01/07/2025</u>
<u>SALARY</u>	:	Grade 1: R811 662 – R899 085 per annum, (OSD), an all-inclusive package Grade 2: R916 437 - R1 001 022 per annum, (OSD), an all-inclusive package Grade 3: R1 045 446 - R1 174 848 per annum, (OSD), an all-inclusive package
<u>CENTRE REQUIREMENTS</u>	:	OR Tambo District, Nelson Mandela Academic Hospital An appropriate qualification that allows for registration with the Health Professions Council of South Africa (HPCSA) as a Medical Physicist. Registration with the HPCSA as a Medical Physicist (Independent Practice). Current and active registration with HPCSA as a Medical Physicist Experience: Grade 1: None after registration with HPCSA as a Medical Physicist. Grade 2: 8 years appropriate experience after registration with the HPCSA as a Medical Physicist. Grade 3: 16 years appropriate after registration with the HPCSA as a Medical Physicist. Ability to work under pressure and meet deadlines. Be a highly motivated and methodical individual who pays attention to detail with exceptional standards for accuracy. Capable of using initiative for problem solving, recognizing the need for action, considering possible risks and taking responsibility for results. Good communication, interpersonal relationships, research, development and teaching skills. Knowledge of statutory regulations regarding the medical use of ionizing radiation, particularly concerning

		diagnostic radiology. Potential to develop management skills. Skills pertaining to the scope of the profession of medical physicists. Understand the physics of radiotherapy-, diagnostic X-ray and nuclear medicine equipment, computers and software; and have a thorough knowledge of diagnostic radiology physics.
<u>DUTIES</u>	:	Routine Medical Physics service delivery activities in Radiotherapy, Nuclear Medicine and Diagnostic Radiology Assisting with departmental administration. Assistance with equipment tender preparation, evaluation and commissioning. Responsibility for the management of the dosimetry, quality assurance and radiation protection functions of Medical Physics in the Department of Diagnostic Radiology, with support to Radiation Oncology. External Coordination with other institutions in the province or national on Medical Physics activities. Attending and presenting at meetings, workshops and CPD activities. Operation, monitoring of maintenance, record keeping and care of all equipment and accessories. Design and implementation of new protocols. Teaching and training skills, radiation protection and handling, transporting and disposal of radioactive materials. Ability to solve radiotherapy physics problems. Performance of quality control procedures in radiotherapy. Provide medical physics support for radiation oncology treatment unit including Sound knowledge of radiotherapy dosimetry equipment, treatment planning acceptance testing, commissioning, calibration and quality assurance. Provide medical physics support in radiation oncology treatment planning. Participating in the implementation of new treatment techniques. Provide radiation protection services and ensure regulatory compliance for the institution.
<u>ENQUIRIES</u>	:	Ms Calaza Tel No: (047) 502 4469
<u>POST 23/113</u>	:	<u>ASSISTANT MANAGER NURSING SPECIALITY (ORTHOPEADICS) REF NO: ECHEALTH/AMN-ORTHO/ FTH/ARP/NTSG/01/07/2025</u>
<u>SALARY</u>	:	R755 355 – R863 667 per annum, (OSD)
<u>CENTRE</u>	:	Buffalo City Metro, Frere Tertiary Hospital
<u>REQUIREMENTS</u>	:	Basic R425 qualification (i.e. Diploma/Degree in Nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse plus post-basic nursing qualification, with duration of at least 1 year, accredited with SANC in terms of Government Notice No R212 in Advanced Orthopedics Nursing Science. A minimum of 10 years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 6 years of the period referred to above must be appropriate/recognizable experience after obtaining the one year post basic course/qualification in the relevant specialty. At least 3 years of the period referred to above must be appropriate/recognizable experience at management level. Knowledge of nursing care procedures, Good communication skills.
<u>DUTIES</u>	:	To ensure a holistic approach in the delivery of nursing care to customers/clients in cost effective, efficient & equitable manner. Overall supervision/management of the nursing services & maintain constructive working relations with nurses & other stakeholders. Participate in the analysis, formulation & implementation of nursing guidelines, standards & procedures. Monitor & ensure proper utilization of financial & physical resources. Utilize information technology and other management information systems to manage nursing information for the enhancement of service delivery: Advocate and ensure the promotion of nursing ethos and professionalism.
<u>ENQUIRIES</u>	:	Ms N Mthitshana Tel No: (043) 709 2487/2532
<u>POST 23/114</u>	:	<u>ASSISTANT MANAGER NURSING SPECIALITY (PEADIATRICS) REF NO: ECHEALTH/AMN-PEADS/ FTH/ARP/NTSG/01/07/2025</u>
<u>SALARY</u>	:	R755 355 – R863 667 per annum, (OSD)
<u>CENTRE</u>	:	Buffalo City Metro, Frere Tertiary Hospital
<u>REQUIREMENTS</u>	:	Basic R425 qualification (i.e. Diploma/Degree in Nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse plus post-basic nursing qualification, with duration of at least 1 year, accredited with SANC in terms of Government Notice No R212 in Advanced Pediatrics Nursing Science. A minimum of 10 years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 6 years of the period referred to above must be appropriate/recognizable experience after obtaining the one year post basic course/qualification in the relevant specialty. At least 3 years of the period

		referred to above must be appropriate/recognizable experience at management level. Knowledge of nursing care procedures, Good communication skills.
<u>DUTIES</u>	:	To ensure a holistic approach in the delivery of nursing care to customers/clients in cost effective, efficient & equitable manner. Overall supervision/management of the nursing services & maintain constructive working relations with nurses & other stake – holders. Participate in the analysis, formulation & implementation of nursing guidelines, standards & procedures. Monitor & ensure proper utilization of financial & physical resources. Utilize information technology and other management information systems to manage nursing information for the enhancement of service delivery: Advocate and ensure the promotion of nursing ethos and professionalism.
<u>ENQUIRIES</u>	:	Ms N Mthitshana Tel No: (043) 709 2487/2532
<u>POST 23/115</u>	:	<u>ASSISTANT MANAGER NURSING SPECIALTY (PSYCHIATRY) REF NO: ECHEALTH/AMN-PSY/FEPH/ARP/NTSG/01/07/2025</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R755 355 – R863 667 per annum, (OSD) Sarah Baartman District, Fort England Psychiatric Hospital Basic R425 qualification (i.e. Diploma/Degree in Nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse plus post-basic nursing qualification, with duration of at least 1 year, accredited with SANC in terms of Government Notice No R212. A minimum of 10 years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 6 years of the period referred to above must be appropriate/recognizable experience after obtaining the one year post basic course/qualification in the relevant specialty. At least 3 years of the period referred to above must be appropriate/recognizable experience at management level. Knowledge of nursing care procedures, Good communication skills. A valid driver's license.
<u>DUTIES</u>	:	To ensure a holistic approach in the delivery of nursing care to customers/clients in cost effective, efficient & equitable manner. Overall supervision/management of the nursing services & maintain constructive working relations with nurses & other stakeholders. Participate in the analysis, formulation & implementation of nursing guidelines, standards & procedures. Monitor & ensure proper utilization of financial & physical resources. Utilize information technology and other management information systems to manage nursing information for the enhancement of service delivery: Advocate and ensure the promotion of nursing ethos and professionalism.
<u>ENQUIRIES</u>	:	Ms Nazo Tel No: (046) 602 2300
<u>POST 23/116</u>	:	<u>ASSISTANT MANAGER NURSING (AREA) REF NO: ECHEALTH/AMN/LTH/ARP/NTSG/01/07/2025 (X2 POSTS)</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R693 096 – R813 732 per annum, (OSD) Buffalo City Metro, Frere Tertiary Hospital Basic R425 qualification i.e. Diploma / Degree in Nursing or equivalent qualification. Proof of current registration with the South African Nursing Council (SANC) as a Professional Nurse. A minimum of 8 years' appropriate experience after registration as a Professional Nurse with the SANC of which at least 3 years should be at a managerial level. Ability to work in a multi-disciplinary team. Knowledge of PFMA, Batho Pele Principles, Patient Rights Charter and other relevant legal frameworks, Labour Relations and Public Service Acts. Managerial and communication (both written and verbal), report writing and problem-solving skills. Knowledge of six key priority areas, ability to work under pressure. A valid driver's license. Computer literacy.
<u>DUTIES</u>	:	Delegate, supervise and coordinate the provision of effective and effective patient care through adequate nursing care. Coordinate and monitor the implementation of nursing care plan and evaluation thereof. Develop, establish and maintain a constructive working relationship with nursing and other stakeholders (interprofessional, intersectoral and multi-disciplinary teamwork). Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures. Manage and monitor proper utilization of human, financial and physical resources. Initiate and participate in health promotion to ensure consistent communication of relevant, accurate and comprehensive information on health care.

<u>ENQUIRIES</u>	:	Ms N Mthitshana Tel No: (043) 709 2487/2532
<u>POST 23/117</u>	:	<u>ASSISTANT DIRECTOR: THERAPEUTIC & MEDICAL SUPPORT SERVICES (RADIATION THERAPY/ NUCLEAR MEDICINE) GRADE 1 REF NO: ECHEALTH/ADMMS/LTH/ARP/NTSG/01/07/2025</u>
<u>SALARY</u>	:	Grade 1: R638 856 – R707 625 per annum, (OSD)
<u>CENTRE</u>	:	Nelson Mandela Metro, Livingstone Tertiary Hospital
<u>REQUIREMENTS</u>	:	Appropriate qualification that allows for registration with the Health Professions Council of South Africa (HPCSA) as a Radiographer (Radiation Therapy/ Nuclear Medicine). Registration with the HPCSA as a Radiographer (Independent Practice) Radiation Therapy or Nuclear Medicine. Experience: Grade 1 - A minimum of 3 years' appropriate experience as a Radiographer (Radiation Therapy or Nuclear Medicine) after registration with HPCSA of which 5 years must be appropriate experience in Management. The candidate must be able to manage and supervise a subsection of the department with thorough knowledge of radiographic techniques, radiation protection, quality assurance, PACS and equipment safety. Competencies: Sound knowledge of radiation protection, quality assurance and equipment safety. Computer literacy (MS Windows, Word, Excel and PowerPoint). Good written and verbal communication skills. Demonstrates effective interpersonal skill, good administrative, strategic planning organizational skills, leadership qualities and supervisory skills Knowledge of Patient Archiving and Communication. Basic knowledge of budget planning as well as the Public Finance and Management Act. Good understanding of public hospital operational systems. Knowledge of relevant Health and Safety Acts, Knowledge of relevant Public Service policies, acts and regulations, Knowledge of Public Health Sector Quality Improvement Initiatives, Conflict resolution and problem-solving. The successful candidate must undergo Medical Surveillance as an inherent job requirement.
<u>DUTIES</u>	:	To manage, coordinate and administer the operations of the Radiation Therapy & Nuclear Medicine services in the Livingstone Tertiary Hospital Facilitate the implementation of strategic plans in keeping with the requirements of the institution, the province and national health department. Ensure the effective, efficient and cost-effective management of allocated Resources of the Department Render effective patient centered Nuclear Medicine & radiation therapy service for in- and outpatients in adherence to the scope of practice and health protocols. To work with colleagues, relieve as and when the need arises, and to work closely with the interdisciplinary team members. Provision of strategic leadership in striving towards a optimization of services. Facilitate teaching and training of staff and students., supervision and performance evaluation. Facilitate the formulation/ Developing of SOP, strategies, guidelines & protocols in line with service development in consultation with relevant stakeholders Implement and maintain the quality assurance and National Core Standard and norms at departmental level. Adhere to provincial, hospital and departmental policies, procedures, guidelines and regulations. Perform record keeping, data collection, assist with budget control and assets management. Contribute and participate in professional development of self, colleagues and members of the interdisciplinary team members. Participate in research projects of the department. Participate in quality assurance methods Ensure radiation safety and control for public and staff, in support of the Medical Physicist. Exercise care with all consumables and equipment. Comply with the Performance Management and Development System (contracting, quarterly reviews and final assessment). Ensure radiation safety and control for public and staff, in support of the Medical Physicist. Facilitate teaching and training of staff and students. Attend departmental meetings and represent the department at external meetings as required.
<u>ENQUIRIES</u>	:	Ms. L Mabanga Tel No: (041) 405 2348
<u>POST 23/118</u>	:	<u>ASSISTANT DIRECTOR: OCCUPATIONAL THERAPY GRADE 1-2 REF NO: ECHEALTH/ADOT/LTH/ARP/NTSG/01/07/2025</u>
<u>SALARY</u>	:	Grade 1: R638 856 – R707 625 per annum, (OSD) Grade 2: R727 350 – R807 243 per annum, (OSD)
<u>CENTRE</u>	:	Nelson Mandela Metro, Livingstone Tertiary Hospital
<u>REQUIREMENTS</u>	:	Appropriate qualification that allows for registration with the Health Professions Council of South Africa (HPCSA) as an Occupational Therapist. Registration with the HPCSA as an Occupational Therapist (Independent Practice).

Experience: A minimum of 3 years' appropriate experience as an Occupational Therapist after registration with the HPCSA of which 5 years must be appropriate experience in Management. The candidate must be able to manage and supervise a subsection of the department with thorough knowledge of radiographic techniques, radiation protection, quality assurance, PACS and equipment safety. Competencies: Sound knowledge of radiation protection, quality assurance and equipment safety. Computer literacy (MS Windows, Word, Excel and PowerPoint). Good written and verbal communication skills. Demonstrates effective interpersonal skill, good administrative, strategic planning organizational skills, leadership qualities and supervisory skills Knowledge of Patient Archiving and Communication Basic knowledge of budget planning as well as the Public Finance and Management Act. Good understanding of public hospital operational systems. Knowledge of relevant Health and Safety Acts, Knowledge of relevant Public Service policies, acts and regulations, Knowledge of Public Health Sector Quality Improvement Initiatives, Conflict resolution and problem-solving skills.

DUTIES : To manage, coordinate and administer the operations of the Occupational Therapy services in the Livingstone Tertiary Hospital. Ensure the effective, efficient and cost-effective management of allocated Resources of the Department. To participate & work closely with the interdisciplinary team members. Provision of strategic leadership in striving towards a optimization of occupational therapy services. Facilitate training & development of staff and students. Provide supervision and performance evaluation. Manage Quality Assurance and Clinical governance within the occupational therapy section. Communicate effectively with all stakeholders. Management and administration duties of the section.

ENQUIRIES : Ms. L Mabanga Tel No: (041) 405 2348

POST 23/119 : **CHIEF RADIOGRAPHER: MAMMOGRAPHY GRADE 1 -2 REF NO: ECHEALTH/CRMM/LTH/NTSG/ARP/01/07/2025**

SALARY : Grade 1: R575 250 - R638 856 per annum, (OSD)
Grade 2: R657 507 – R727 350 per annum, (OSD)

CENTRE : Nelson Mandela Metro, Livingstone Tertiary Hospital

REQUIREMENTS : Appropriate qualification that allows for registration with the Health Professions Council of South Africa (HPCSA) as a Radiographer (Mammography) & proof of RCT Board-Breast Ultrasound examination pass (submit proof when shortlisted). Registration with the HPCSA as a Radiographer (Independent Practice) Mammography. Experience: A minimum of 3 years' appropriate experience as a Mammographer after registration with the HPCSA. The candidate must be able to manage and supervise a subsection of the department with thorough knowledge of radiographic techniques, radiation protection, quality assurance, PACS and equipment safety. Competencies (knowledge/skills): Sound knowledge of radiation protection, quality assurance and equipment safety pertaining to Mammography. Strong clinical skills and knowledge of mammography techniques and protocols. Computer literacy (MS Windows, Word, Excel and PowerPoint). Good interpersonal skills. Good written and verbal communication skills. Strategic planning and organizational skills. Knowledge of Patient Archiving and Communication Systems with good administrative, supervisory, and managerial skills. Excellent communication and organizational skills. Ability to work well under pressure.

DUTIES : Management and operation of the Mammography Department-Woman's Health, ensuring the delivery of high-quality mammography services and promoting the early detection of critical areas in health like breast cancer. Supervise and mentor mammography staff, fostering a collaborative and supportive work environment. Manage sectional resources. Develop and implement departmental policies and procedures to ensure compliance with quality standards and regulatory requirements. Schedule and coordinate patient appointments and workflow. Perform high-quality mammography inclusive of breast ultrasound examinations, including screening and diagnostic mammograms. Implement and monitor quality assurance programs to ensure optimal image quality and patient safety. Maintain accurate records and documentation. Participate in audits and quality improvement initiatives. Responsible for Awareness Campaigns pertaining to the mammography occupation. Provide training & development to staff and other medical professionals on mammography procedures.

ENQUIRIES : Ms. L Mabanga Tel No: (041) 405 2348

POST 23/120 : **CHIEF RADIOGRAPHER: RADIATION ONCOLOGY GRADE 1 REF NO: ECHEALTH/CRRO/LTH/ARP/NTSG/01/07/2025 (X2 POSTS)**

SALARY : Grade 1: R575 250 - R638 856 per annum, (OSD)
CENTRE : Nelson Mandela Metro, Livingstone Tertiary Hospital
REQUIREMENTS : Appropriate qualification that allows for registration with the Health Professions Council of South Africa (HPCSA) as a Radiographer (Radiation Therapy). Registration with the HPCSA as a Radiographer (Independent Practice) Radiation Therapy. Experience: A minimum of 3 years' appropriate experience as a Radiographer (Radiation Therapy) after registration with the HPCSA. The candidate must be able to manage and supervise a subsection of the department with thorough knowledge of radiographic techniques, radiation protection, quality assurance, PACS and equipment safety. Competencies: Sound knowledge of radiation protection, quality assurance and equipment safety pertaining to Radiation Therapy. Computer literacy (MS Windows, Word, Excel and PowerPoint). Good interpersonal skills. Good written and verbal communication skills. Strategic planning and organizational skills. Knowledge of Patient Archiving and Communication Systems with good administrative, supervisory, and managerial skills. The successful candidate must undergo Medical Surveillance as an inherent job requirement.

DUTIES : To coordinate, supervise & provide comprehensive clinical Radiation Therapy services. Provide, coordinate and evaluate the effectiveness of Radiation Therapy services for inpatients and external stakeholders. To participate in student training, supervision and performance evaluation. Perform administration of tasks in the section. Participate in Formulation, implement, monitor and evaluate operational plans in keeping with the strategic plans of the institution. To assist in management of the resources of the department namely: human, finance, physical and organizational. Analyse and interpret statistics and make suggestions to the work team to improve radiation therapy services. To work with colleagues, relieve as and when the need arises, and to work closely with the interdisciplinary team members. Carry out delegated duties. Comply with the Performance Management and Development System (contracting, quarterly reviews and final assessment). Exercise care with all consumables and equipment. Manage & Supervision junior staff and community service radiation therapist and support personnel, including performance appraisals. Implement quality assurance measures in the section and ensure that areas of non-compliance are attended to. Implement and maintain Quality Assurance of all relevant equipment & ensure technical maintenance in accordance to national standard and adhere to National Core Standards and norms at departmental level. Participate in the development of radiation therapy SOP policies, protocols and guidelines. Adhere to provincial, hospital and departmental policies, procedures, guidelines and regulations. Participate in public health activities according to the health awareness calendar. Participate in middle management and delegated management tasks, including record keeping, statistic collation assists with budget control, assets management and provide support to the Assistant Director. Contribute and participate in professional development of self, colleagues and members of the interdisciplinary team members. Participate in research projects of the department. Communicate effectively with all stakeholders. Supervision of staff and ensure that continuous professional development systems are in place.

ENQUIRIES : Ms. L Mabanga Tel No: (041) 405 2348

POST 23/121 : **NUCLEAR MEDICINE RADIOGRAPHER GRADE 1-3 REF NO: ECHEALTH/NMEDR/LTH/ARP/NTSG/01/07/2025**

SALARY : Grade 1: R491 256 – R559 512 per annum, (OSD)
 Grade 2: R575 250 – R657 507 per annum, (OSD)
 Grade 3: R676 716 – R727 350 per annum, (OSD)
CENTRE : Nelson Mandela Metro, Livingstone Tertiary Hospital
REQUIREMENTS : Appropriate qualification that allows for registration with the Health Professions Council of South Africa (HPCSA) as a Radiographer (Nuclear medicine). Registration with a professional council: Registration with the HPCSA as a Radiographer (Independent Practice) **Grade 1:** None after registration with the HPCSA as Nuclear Medicine Radiographer in respect of RSA-qualified employees. 1-year relevant experience after registration with the HPCSA as Nuclear Medicine Radiographer in respect of foreign qualified employees, of

		whom it is not required to perform Community Service, as required in South Africa. Grade 2: A minimum of 10 years relevant experience after registration with the HPCSA as Nuclear Medicine Radiographer in respect of RSA-qualified employees. A Minimum of 11 years relevant experience after registration with the HPCSA as Nuclear Medicine Radiographer in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Grade 3: A minimum of 20 years' relevant experience after registration with the HPCSA as Nuclear Medicine Radiographer in respect of RSA-qualified employees. A minimum of 21 years relevant experience after registration with the HPCSA as Nuclear Medicine Radiographer in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. General gamma imaging skills. Exposure and experience in CT imaging. Ability to conduct camera quality control Hot lab experience with ability in labelling of radiopharmaceuticals. Good planning, organizational and presentation skills. Competencies: Sound knowledge of regulations pertaining to the Hazardous Substances Act of 1973 in accordance with the South African Health Products Regulatory Authority. Well versed with conditions of radiation safety practice. Excellent communication skills (verbal, written, conflict management) and interpersonal skills. A good knowledge of analytical and report writing skills and computer skills.
<u>DUTIES</u>	:	Hot lab duties. Labelling of radiopharmaceuticals. Performing QC of all equipment. Gamma camera imaging techniques. PET/CT imaging. Dosimetry evaluations in collaboration with medical physicist. Radiation safety implementation. Scheduling of patients. Patient booking. Protocol updates. Teaching. General Nuclear Medicine services.
<u>ENQUIRIES</u>	:	Ms. L Mabanga Tel No: (041) 405 2348
<u>POST 23/122</u>	:	<u>PROFESSIONAL NURSE SPECIALTY GRADE 1-2 (OCCUPATIONAL HEALTH) REF NO: ECHEALTH/PNS-OCCH/ARP/NTSG/01/07/2025</u>
<u>SALARY</u>	:	Grade 1: R476 367 - R559 548 per annum, (OSD) Grade 2: R583 989 - R723 954 per annum, (OSD)
<u>CENTRE REQUIREMENTS</u>	:	Sarah Baartman District, Fort England Psychiatric Hospital Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Council (SANC) as a Professional Nurse. A post-basic nursing qualification with a duration of at least 1 year in Occupational Health. Registration with a Professional Council: Registration with the SANC as a Professional Nurse and post-basic qualification in Occupational Health. Experience: Grade 1: A minimum of 4 years' appropriate/recognizable experience in nursing after registration with the SANC as a Professional Nurse in General Nursing. Grade 2: A minimum of 14 years' appropriate/recognizable experience in nursing after registration with the SANC as a Professional Nurse in General Nursing. At least 10 years of the period referred to above must be appropriate/recognizable experience in Occupation Health. Knowledge of health and safety policies and procedures. Knowledge of principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction. Knowledge of administrative and clerical procedures and systems such as word processing, managing files and records, stenography and transcription, designing forms, and other office procedures and terminology. Ability to carry out examinations and procedures in terms of the governing legislation for Occupational Health.
<u>DUTIES</u>	:	Conduct all types of medical fitness assessments: pre-employment, transfer, annual and exit. Report and assist on all injuries on duty and occupational diseases. Assess the ability to work and the health status of clients. Ensure medical records are recorded and signed. Management and appropriate referrals of minor injuries on duty. Provide a comprehensive Occupational Healthcare service. To perform and interpret the screening test results. Performance of spirometry, audiometry, vision screening and highlighting significant abnormalities to the Occupational Medical Practitioner. Engage in physical safety checks, interventions, and coaching junior staff members. Report deficiencies and implement plans to address deficiencies. Assess the 'fitness for duty' of team members and take any subsequent necessary action.
<u>ENQUIRIES</u>	:	Ms Nazo Tel No: (046) 602 2300

<u>POST 23/123</u>	:	<u>MEDICAL BIOLOGICAL SCIENTIST GRADE 1-3 REF NO: ECHEALTH/MEDBS/NMAH/ARP/NTSG/01/07/2025</u>
<u>SALARY</u>	:	Grade 1: R397 233 – R454 191 per annum, (OSD) Grade 2: R463 941 – R524 221 per annum, (OSD) Grade 3: R543 099 – R657 507 per annum, (OSD)
<u>CENTRE REQUIREMENTS</u>	:	OR Tambo District, Nelson Mandela Academic Hospital Appropriate qualification that allows for registration with the Health Professions Council of South Africa (HPCSA) as a Medical Biological Scientist (Reproductive Biology/Clinical Embryology). Registration with HPCSA as a Medical Biological Scientist (Reproductive Biology/Clinical Embryology). Grade 1: None after registration with HPCSA as Medical Biological Scientist (Reproductive Biology/Clinical Embryology) in respect of RSA-qualified employees. 1-year relevant experience after registration with the HPCSA as Medical Biological Scientist (Reproductive Biology/Clinical Embryology) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Grade 2: A minimum of 10 years' relevant experience after registration with the HPCSA as Medical Biological Scientist (Reproductive Biology/Clinical Embryology) in respect of RSA-qualified employees. A minimum of 11 years relevant experience after registration with the HPCSA as Medical Biological Scientist (Reproductive Biology/Clinical Embryology) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Grade 3: A minimum of 20 years' relevant experience after registration with the HPCSA as Medical Biological Scientist (Reproductive Biology/Clinical Embryology) in respect of RSA-qualified employees. A minimum of 21 years relevant experience after registration with the HPCSA as Medical Biological Scientist (Reproductive Biology/Clinical Embryology) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. The ideal candidate must have clinical experience in embryology and andrology, with proficiency in advanced laboratory techniques used in assisted reproductive technology (ART). Strong proficiency in ICSI, micromanipulation, and vitrification techniques. Experience with sperm preparation techniques for ART procedures (IUI, IVF, ICSI). Thorough knowledge of quality control and laboratory accreditation standards. Excellent problem-solving skills and attention to detail. Ability to work effectively in a high-pressure clinical environment. Commitment to continuous professional development and research in reproductive biology.
<u>DUTIES</u>	:	Perform comprehensive andrology and embryology procedures in a clinical ART setting. Conduct intracytoplasmic sperm injections (ICSI) and other micromanipulation techniques with precision. Assess and process semen samples, including routine semen analysis and advanced sperm function tests. Perform oocyte retrieval preparation, fertilization assessment, and embryo culture following laboratory protocols. Conduct cryopreservation of gametes and embryos using vitrification techniques, ensuring high survival rates post-thaw. Perform embryo biopsy for preimplantation genetic testing (PGT) when required. Maintain quality control and laboratory compliance with national and international ART regulations. Collaborate with clinicians and other ART specialists to optimize patient outcomes. Contribute to training, research, and development initiatives in reproductive biology.
<u>ENQUIRIES</u>	:	Ms Calaza Tel No: (047) 502 4469
<u>POST 23/124</u>	:	<u>MEDICAL TECHNOLOGIST GRADE 1-3 REF NO: ECHEALTH/MEDT/FTH/ARP/NTSG/01/07/2025</u>
<u>SALARY</u>	:	Grade 1: R397 233 – R454 191 per annum, (OSD) Grade 2: R463 941 – R524 221 per annum, (OSD) Grade 3: R543 099 – R657 507 per annum, (OSD)
<u>CENTRE REQUIREMENTS</u>	:	Buffalo City Metro, Frere Tertiary Hospital Appropriate qualification that allows registration with the HPCSA as a Medical Technologist. Registration with HPCSA as a Medical Technologist. Grade 1: None after registration with HPCSA as Medical Technologist in respect of RSA-qualified employees. 1-year relevant experience after registration with the HPCSA as Medical Technologist in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Grade 2: A minimum of 10 years' relevant experience after registration with the HPCSA as Medical Technologist in respect of RSA-qualified

employees. A Minimum of 11 years relevant experience after registration with the HPCSA as Medical Technologist in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 3:** A minimum of 20 years' relevant experience after registration with the HPCSA as Medical Technologist in respect of RSA-qualified employees. A minimum of 21 years relevant experience after registration with the HPCSA as Medical Technologist in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Assertiveness, good interpersonal skill. Basic understanding of financial matters. General Management, communication, presentation, analytical and computer skills. Ability to generate Reports in excel.

DUTIES : Assist in reducing laboratory and SANBS expenditure. Screening of laboratory, blood, and blood products requested to minimise inefficiencies. Assist in aligning NHLS and SANBS accounts to the facility units/wards cost centres. Monthly verification of both NHLS and SANBS invoices. Provide hospital management with monthly trend analysis reports on laboratory, blood, and blood product usage. Intercept test where insufficient data has been supplied on the request forms. Facilitate regular uploading clinician's details onto NHLS Laboratory information system. Arrange training on laboratory and SANBS - related matters. Ensure the availability of POCT in the Hospital. Compiling and reporting monthly electronic gatekeeping (EGK) savings.

ENQUIRIES : Ms N Mthitshana Tel No: (043) 709 2487/2532

POST 23/125 : **CASE MANAGER REF NO: ECHEALTH/CSM/FEPH/ARP/NTSG/01/07/2025**

SALARY : R397 116 per annum

CENTRE : Sarah Baartman District, Fort England Psychiatric Hospital

REQUIREMENTS : Appropriate qualification that allows registration with South African Nursing Council (SANC). At least three (3) – five (5) years' experience in Case Management/Medical Aid Environment or Revenue Generation. Appropriate experience in ICD10 diagnostic and the ability to link patient diagnosis with procedural codes. Knowledge of hospital patient services and case management processes. Knowledge of using Uniform patient fees structures. Knowledge of Medical Aid Act 131 of 1998. Knowledge of RAF and other state departments. Managed Health Care or Hospital Information Systems and EDI (Electronic Data Interchange). Benefit (PMB) legislation i.e. the Chronic Disease List (CDL) and Diagnostic Treatment Pairs (DTP). Ability to work with Excel spread sheets, Microsoft Word, and web-based programs (medical aids).

DUTIES : Co-ordinate the workflow processes between clinical and admin personnel by liaising, guiding, and supporting the fees department and the relevant hospital staff with the identification of prescribed minimum benefits. Efficiently and effectively communicate and update clinical information for externally funded clients. Conduct clinical audits of patient accounts to ensure accuracy of invoices for submission to medical aids and state departments. Perform operational Case Management functions inclusive of pre-authorization and clinical review to ensure compliance with Case Management policies and procedures. Provide support to the hospital Fees Department in terms of follow-up of the outstanding medical scheme and state department balances and account queries. Assist with EDI rejections to ensure timeous submission of medical scheme invoices. Control the correctness of the hospital bills, medical aids, road accident fund and privately funded patients by the efficient and effective interpretation and implementation of Case Management policies, protocols, and procedures within the hospital. Assist with the implementation of departmental case management policies and procedures by providing onsite skills development and training of relevant role players in matters relating to Case management. Provide quotations to H2, H3 and Foreign patients. Assist Hospital Management in the distribution of Quality Client Care. Compile statistical reports.

ENQUIRIES : Ms Nazo Tel No: (046) 602 2300

DEPARTMENT OF HUMAN SETTLEMENTS

APPLICATIONS : Applicants are encouraged to apply via the e-recruitment system. Only online applications will be considered. Utilize the e-recruitment system which is available on www.ecprov.gov.za or <https://e-recruitment.ecotp.gov.za> To report glitches with the E-Recruitment system and assistance regarding the activation of your profile, send an email to: YolandaS@ecdhs.gov.za (NB: For

Technical Glitches Only – No CVS). Technical support is limited to working hours: (08:00 am to 16:30pm Mon-Thurs and 08:00 am to 16:00 pm on Fridays). Should you submit your applications/CV to: YolandaS@ecdhs.gov.za and not as specified, your application will be regarded as lost and will not be considered. For Attention/Or Queries: Contact Mrs W. Hartzenberg at 082 893 5947 / Mr M. Kana at 071 606 8112/ Mrs N. Mhlawuli at 071 606 5941 / MR M. Sangqu 071 606 7842

CLOSING DATE : 18 July 2025. No late/ Faxed/ Posted, Hand-delivered, and e-Mailed applications will be accepted

NOTE : Applications must be submitted on a duly completed Z83 (effective from 01 January 2021) form obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. Applicants are not required to submit any copies of qualifications and other relevant documents on application but must submit a fully completed signed Z83 form and detailed Curriculum Vitae. NB: Z83 in the e-recruitment system is currently not signable; so, applicants who submitted applications via the e-recruitment system will not be disqualified for an unsigned Z83 instead will be requested to sign on interview day. Shortlisted candidates will be required to submit certified copies of qualifications, and other relevant documents to HR on or before the interview date. Applicants with foreign qualifications would be required to submit an evaluation certificate from the South African Qualification Authority (SAQA) on or before the day of the interview. Failure to submit all the requested documents will disqualify the application. Correspondence will be limited to short-listed candidates only. If you have not been contacted within six (6) months after the closing date of this advertisement, please accept that your application was unsuccessful. Selected candidates will be subjected to a personnel suitability check (criminal record check, citizenship verification, financial/asset record check, qualification/study verification and previous employment verification). Successful candidates will also be subjected to security clearance processes. Where applicable, candidates will be subjected to a skills/knowledge test. Successful candidates will be appointed on a probation period of twelve (12) months. Misrepresentation in the application documents will result in automatic disqualification and disciplinary action in the event the candidate has already been appointed. The Department reserves the right not to make appointment(s) to the advertised post(s). Persons with disability and people from previously disadvantaged groups are encouraged to apply. It is the department's objective to address the Employment Equity Affirmative Action Measures in line with the Employment Equity Plan and to achieve equitable representation across race and gender. The Department reserves the right to amend / review / withdraw advertised posts if by so doing, the best interest of the department will be well served. Employment Equity Targets of the recruiting department will be adhered to (you can be as specific as you would like). For SMS (Senior Management Service) Posts: In terms of DPSA Directive on compulsory capacity development, mandatory training, and minimum entry requirements for members of the Senior Management Level for SMS appointments, it is a requirement for applicants to produce a pre-entry Certificate (Nyukela) prior to appointment as offered by the National School of Government (NSG) for entry into the SMS posts and the full details can be sourced by following the link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme>. (SMS pre-entry certificate is not requirement for shortlisting is submitted prior to appointment). Successful candidates will be appointed on a probation period of 12/24 months. The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the department. In SMS/MMS positions preference will be given to females. In all posts 50% will be given to people with disabilities.

MANAGEMENT ECHELON

POST 23/126 : **CHIEF DIRECTOR: INCREMENTAL PROGRAMMES REF NO: DHS01/06/2025**

SALARY : R1 436 022 per annum (Level 14), (all-inclusive package)
CENTRE : East London
REQUIREMENTS : National Senior Certificate, an undergraduate qualification (NQF level 7) in Public Administration/BAdmin/Social Science/Developmental Studies/Human

		Settlements/Project Management or equivalent qualification as recognised by SAQA with a minimum 5 years of experience at a senior managerial level. SMS pre-entry Certificate (a copy to be submitted prior appointment) is one of the minimum requirements for SMS positions as indicated under paragraph 10.3 of the DPSA Directives as an online course on www.thensg.gov.za . Proven experience in strategic planning and policy development in the public sector, proven working experience in implementing policies and procedures in administration, financial management and project management and proven experience in monitoring adherence to legislations, regulations and standards. Knowledge of applicable legislation and prescripts, government programmes, information management, policies and procedures, sound working knowledge of the corporate governance framework, strategic planning, treasury regulations and practice guidelines. Must possess a valid driver's licence.
<u>DUTIES</u>	:	Oversee emergency housing and EPHP. Monitor the provision of the Enhanced Peoples Housing Programme (EPHP). Monitor emergency housing programmes. Oversee informal settlement and upgrading services. Monitor informal settlement upgrading and eradication. Monitor social and economic amenities projects. Oversee housing opportunities for the destitutes and vulnerable groups. Monitor housing opportunities for women, youth and disabled, elderly, child headed homes and military veterans. Monitor planning and reporting in housing delivery for the destitute. Oversee special projects and remedial works. Monitor special project programme. Monitor the remedial works programme. Manage the allocated resources of the Chief Directorate. Monitor the development of SOPs and job descriptions. Manage performance of the Chief Directorate. Manage sound employment relations. Manage employee Conditions of Service. Facilitate coaching, mentorship, training and development of the Chief Directorate. Communication management. Manage, maintain and safeguard assets. Monitor planning and reporting of the Chief Directorate programs. Manage and mitigate risk in the Chief Directorate. Monitor the effective management of audit processes. Financial management. Monitor risk management and mitigation plans. Manage the compliance on POPIA.
<u>ENQUIRIES</u>	:	Mrs W. Hartzenberg at 082 893 5947 / Mr M. Kana at 071 606 8112/Mrs N. Mhlawuli 071 606 5941 / MR M. Sangqu 071 606 7842 E-Recruitment, email: YolandaS@ecdhs.gov.za
<u>POST 23/127</u>	:	<u>DIRECTOR: SUPPORT TO THE OFFICE OF THE HEAD OF DEPARTMENT REF NO: DHS02/08/2025</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R1 216 824 per annum (Level 13), (all-inclusive package) East London National Senior Certificate, an undergraduate qualification (NQF level 7) in Public Administration/BAdmin/Development Studies/Human Settlements or equivalent qualification as recognised by SAQA with 5 years' experience at a middle/senior management level. SMS pre-entry Certificate (a copy to be submitted prior appointment) is one of the minimum requirements for SMS positions as indicated under paragraph 10.3 of the DPSA Directives as an online course on www.thensg.gov.za . Highly diligent, confident candidates with substantial management experience A sound knowledge and functioning of government systems and applicable legislations and regulations. Ability to take initiative. Good communication skills, project management skills, presentation skills, report writing skills, planning, and organising, problem solving and analysis skills. Ability to work in a team. Effective and efficient management and monitoring of organisational budget and expenditure. Computer literate. Able to work under pressure and difficult deadlines. Must possess a valid driver's licence.
<u>DUTIES</u>	:	Provide technical and administrative support services. Develop and maintain systems, procedures and policies. File and secure information. Quality control of incoming and outgoing documents. Disseminate work, route letters, memorandums and documents. Attend to internal work-related queries. Gather information on request. Initiate meetings on request. Follow up on implementation of meeting resolutions and scheduled reports. Convey HOD instructions follow up on required responses. Act as a liaising between the MEC and HOD office. Maintain PSA and PFMA delegation register (delegations developed by the assigned officials i.e. CFO and Head of Corporate Services. Provide secretariat support services. Manage the workflow control system. Prepare draft letters and memoranda on request.

Arrange meetings and take minutes/notes. Follow up on the meeting resolutions. Manage personal arrangements for participants/visitors. Gather information for HOD on request. Attend to external enquiries. Provide technical and administrative support on matters pertaining to Parliament, Cabinet, Departmental and Portfolio Committees, as well as other relevant committees and structures such as FOSAD, G and A cluster. Liaise with political office bearers, officials and public. Capture and encode submissions. Quality control of incoming and outgoing documents. Attend to internal work-related queries. Gather information on issues to be discussed with Deputy Director General. Facilitate departmental meetings and consolidate responses on matters raised by the aforesaid committees and structures. Manage and prepare the documentation to be presented before the said committees and structures. Follow up on implementation of meeting resolutions, submissions and scheduled reports. Attend to protocol issues. Manage the allocated resources. Manage the development of SOPs. Manage the performance of employees. Manage sound employment relations. Manage employee condition of service. Facilitate coaching, mentoring, training and development of employees. Financial management. Manage and secure the assets of the HOD office. Manage the office planning processes. Attend to Internal Audit and AGs RFIs and Audit. Outcomes and findings. Manage and mitigate risks. Monitor the implementation of POPIA.

ENQUIRIES : Mrs W. Hartzenberg at 082 893 5947 / Mr M. Kana at 071 606 8112/ Mrs N. Mhlawuli 071 606 5941 / MR M. Sangqu 071 606 7842
E-Recruitment, email: YolandaS@ecdhs.gov.za

OTHER POSTS

POST 23/128 : **SENIOR STATE ACCOUNTANT REF NO: DHS3/08/2025**
Cashflow and Debtors' Management
This is a re-advertisement. Those who previously applied are encouraged to re-apply.

SALARY : R376 413 per annum (Level 08)
CENTRE : East London
REQUIREMENTS : National Senior Certificate, National Diploma (NQF level 6) in Cost and Management Accounting/Financial Management/Commerce or equivalent qualification as recognised by SAQA with 2 years' experience in the field. Knowledge of human settlements policies and procedures, Information Management, Government policies and prescripts, Public Service Regularity Framework, Public Financial Management Act (PFMA).

DUTIES : Administer departmental bank accounts. Monitor day to day inflow and outflow from PMG account. Reconcile money transfer to the Exchequer monthly. Reconcile drawings to ensure that the Provincial Treasury reports are correct. Monitor the maintenance of the buffer. Monitor revenue collection. Draw report from BAS for revenue collected. Draft revenue pay-over and forward to the departmental bank. Draw bank statement from online banking app to ensure that revenue collected is transferred to Provincial Treasury (Provincial Exchequer Account). Safeguard all revenue financial records. Administer departmental debts. Receive request documents from end-users for debt creation. Capture all debtors accounts. Compile debt file. Update all debtor files and keep records of the movement of debts. Compile debtor's reconciliation and age analysis. Administer interest on trust accounts. Receive payment advisor statement. Draw bank statement. Draw BAS interest on trust account report. Reconcile money received on trust accounts.

ENQUIRIES : Mrs W. Hartzenberg at 082 893 5947 / Mr M. Kana at 071 606 8112/ Mrs N. Mhlawuli 071 606 5941 /Mr M. Sangqu 071 606 7842
E-Recruitment, email: YolandaS@ecdhs.gov.za

POST 23/129 : **SENIOR STATE ACCOUNTANT REF NO: DHS4/08/2025**
Financial Control
This is a re-advertisement. Those who previously applied are encouraged to re-apply for the post

SALARY : R376 413 per annum (Level 08)
CENTRE : East London
REQUIREMENTS : National Senior Certificate, National Diploma (NQF level 6) in Financial Management/Internal Auditing/Financial Accounting/Cost and Management

		Accounting/Commerce or equivalent qualification as recognised by SAQA with 2 years' experience in the field. Knowledge of human settlements policies and procedures, Information Management, Government policies and prescripts, Public Service Regularity Framework, Public Financial Management Act (PFMA).
<u>DUTIES</u>	:	Administer clearance of PMG exception accounts. Monitor bank exception accounts. Monitor bank statement. Liaise with bank for queries. Monitor bank balances. Administer the clearance of inter-departmental claims. Reconcile inter departmental debts. Compile and send out inter-departmental claims. Make follow up on payments and receipt of claims. Liaise with other government departments. Dispatch claims. Provide administrative support in the compilation and capturing of journals. Prepare the journal to clear the bank adjustment account on BAS input form. Capture the verified journal on BAS and submit the journal for approval on BAS. Record the filed journals. Reconcile accounts. Capture the verified journal on BAS and submit the journal for approval on BAS. Administer the reconciliation of monthly accounts. Prepare monthly accounts reconciliation. Submit for inclusion in the Treasury instruction Note No. 02 of 2023/2024 before due date. Clear account to achieve zero balance required by Treasury. Submit for inclusion in National Treasury Instruction No. 03 of 2022/23 before due date. Records management. Verify journals before filing. File journals passed during the month. File reconciliation statements in accordance with monthly order.
<u>ENQUIRIES</u>	:	Mrs W. Hartzenberg at 082 893 5947 / Mr M. Kana at 071 606 8112/ Mrs N. Mhlawuli 071 606 5941 /MR M. Sangqu 071 606 7842 E-Recruitment, email: YolandaS@ecdhs.gov.za
<u>POST 23/130</u>	:	<u>SENIOR STATE ACCOUNTANT REF NO: DHS5/08/2025</u> Grant Management This is a re-advertisement. Those who previously applied are encouraged to Re-Apply for the post.
<u>SALARY</u>	:	R376 413 per annum (Level 08)
<u>CENTRE</u>	:	East London
<u>REQUIREMENTS</u>	:	National Senior Certificate, National Diploma (NQF level 6) in Internal Auditing/Accounting/Financial Management/Commerce or equivalent qualification as recognised by SAQA with 2 years' experience in the field. Knowledge of human settlements policies and procedures, Information Management, Government policies and prescripts, Public Service Regularity Framework, Public Financial Management Act (PFMA) and DORA (Division of Revenue Act)
<u>DUTIES</u>	:	Provide administrative support in the management of the Provincial Housing Funds (Conditional Grant). Verify budget loaded on BAS against the approved conditional grant business plan. Receive payments and confirm funds available for project payments on confirmation schedule and on payments. Identify non-moving projects and guide programmes on shifting of funds. Draw BAS report, identify misallocations and reconcile to expenditure commitment sheet. Give instructions to subordinates on journals to be compiled and captured on BAS. Authorise journals on BAS. Distribute monthly reports to programmes to enable reporting. Populate the DORA reporting template with conditional grant expenditure from BAS on a monthly/quarterly basis. Finalise the DORA report in terms of the DORA framework and submit with all the supporting reporting to Provincial Treasury and National within prescribed dates. Prepare reports for interim financial statements (IFS) and Annual Financial Statements (AFS). Coordinate housing project payments and related transactions. Verify payments for full compliance with PFMA requirements, Treasury Regulations and Housing Policy. Verify data captured on BAS against the supporting documentation on the claims and on BAS. Authorise all payments on BAS. Verify if the checklist is attached to all claims and signed off before filling process is initiated. Follow up on ageing or problematic claims. Provide information upon request to Internal/External Auditors and other stakeholders. Provide admin support in the monitoring and reporting on Trust Accounts. Reconcile and verify bank statements and reconciliation statements received from account administrators. Write letters to entities to follow up on outstanding recons/bank statement/interest and other anomalies identified. File all correspondence per entity. Receive and record all interest received. Record all Trust Account balances on reporting tool. Manage the allocated resources. Timeously develop an employee job description. Manage the performance of

the employee. Manage sound employment relations. Manage employee conditions of service. Facilitate coaching, mentorship, training and development of employees. Manage assets of the unit. Financial management. Attend to Internal Audit and AGs RFIs, outcomes and findings.

ENQUIRIES

: Mrs W. Hartzenberg at 082 893 5947 / Mr M. Kana at 071 606 8112/ Mrs N. Mhlawuli 071 606 5941 / MR M. Sangqu 071 606 7842

**PROVINCIAL ADMINISTRATION: FREE STATE
DEPARTMENT OF ECONOMIC, SMALL BUSINESS DEVELOPMENT, TOURISM AND ENVIRONMENTAL
AFFAIRS**

Free State Provincial Government is an equal opportunity affirmative action employer. It is our intention to promote representativity (race, gender and disability) in the province through the filling of these posts and candidates whose appointment/promotion/transfer will promote representativity will receive preference.

APPLICATIONS : Quoting the reference number, applications can be hand delivered at the Ground Floor Security Entrance, 113 St Andrews Building, St Andrew Street, Bloemfontein or sent via email.

FOR ATTENTION : Mesdames. K Majafa/ M Parkies at (066) 487 2908

CLOSING DATE : 25 July 2025 at 16:00

NOTE : Directions to applicants: Applications must be submitted on a new Z.83 form (applications submitted on the old Z83 forms will not be considered), obtainable from any Public Service Department or on the internet at www.dpsa.gov.za-vacancies and must be accompanied by a recently updated comprehensive CV only (separate application for every vacancy). Applicants are requested to complete the Z83 form properly and in full. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted, or hand delivered timeously. Candidates who possess foreign qualifications and/or short course certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA), and proof of the level of their qualifications after evaluation will be required when shortlisted. E-mailed applications will be considered. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their applications were unsuccessful. Please take note that communication will only be limited to short-listed candidates. The Department reserves the right not to appoint. Note: Only shortlisted candidates will be required to submit certified copies of qualifications. Failure to do so will result in your application being disqualified. Kindly take note that the email size limit is 4MB. You are therefore kindly requested to send documents separately, should they exceed the allowed limit

OTHER POSTS

POST 23/131 : **TRADE ADVISOR: INVESTIGATIONS REF NO: DESTEA 02/07/25**

SALARY : R397 116 per annum (Level 08)

CENTRE : Bloemfontein

REQUIREMENTS : A Degree in Bcom Law/ Bachelor of Law (LLB) or related field. Three years' experience within consumer-related issues. A valid driver's license. Ability to interpret and apply policies and guidelines, preferably in consumer legislative framework. Knowledge of the Consumer Protection legislation, in particular Consumer Protection Act. Computer literacy and a valid driver's license.

DUTIES : Investigate alleged unfair business practices suffered by the consumers and mediate the two parties (consumer and business) at the Consumer Court; i.e continuously engage with suppliers and consumers about the case lodged, implement the five key steps of investigation and close the case after being resolved. Advise consumers on the possibility of winning the cases as well as the financial implications, therefore. In instances where the business does not comply with the outcomes of the case, present the merits of the case to the Enforcement component for further handling. Provide reports monthly, quarterly on cases resolved and outstanding cases as well as the summary of the outcomes to the Head of Department.

ENQUIRIES : Adv. R Pitso at 064 805 4466

APPLICATIONS : Applications can be hand delivered or sent via email to recruitment1@destea.gov.za and quote the reference number for the abovementioned position on the subject line (email) when applying.

POST 23/132 : **TRADE ADVISOR: CONSUMER EDUCATION AND RESEARCH REF NO: DESTEA 03/07/25**

SALARY : R397 116 per annum (Level 08)

<u>CENTRE REQUIREMENTS</u>	:	Bloemfontein
	:	A Degree in Bcom Law/ Bachelor of Law (LLB) or related field. Three years' experience within consumer-related issues. A valid driver's license. Ability to interpret and apply policies and guidelines, preferably in consumer legislative framework. Knowledge of the Consumer Protection legislation, in particular Consumer Protection Act. Computer literacy and a valid driver's license.
<u>DUTIES</u>	:	Conduct information sessions and awareness campaigns on all the issues relating to Consumer rights. Contribute to the development of Consumer educational materials and ensure efficient and effective dissemination of the material to the Consumers, Business and Stakeholders. Conduct research on issues relating to Consumer right and advise the department on the latest information available that can be utilised when conducting Consumer education. Work closely with academic institutions so as to ensure that consumer education becomes part of the curriculum. Based on the research conducted and the recommendations made to the Department, contribute to the development and amendment of the Consumer Affairs.
<u>ENQUIRIES APPLICATIONS</u>	:	Adv. R Pitso at 064 805 4466
	:	Applications can be hand delivered or sent via email to recruitment1@destea.gov.za and quote the reference number for the abovementioned position on the subject line (email) when applying.
<u>POST 23/133</u>	:	<u>TRADE ADVISOR: ENFORCEMENT REF NO: DESTEA 04/07/25</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R397 116 per annum (Level 08)
	:	Bloemfontein
	:	A Degree in Bcom Law/ Bachelor of Law (LLB) or related field. Three years' experience within consumer-related issues. A valid driver's license. Ability to interpret and apply policies and guidelines, preferably in consumer legislative framework. Knowledge of the Consumer Protection legislation, in particular Consumer Protection Act. Computer literacy and a valid driver's license.
<u>DUTIES</u>	:	Coordinate Conciliation Hearing between the aggrieved Consumer and the Business (Defendant). Develop and update the database on sheriffs for each magistrate court in different cities of the country. Assist the Prosecutor with compiling all the necessary information required for each file in preparation of the Consumer Affairs Court Sitting. Compile reports on all cases that appeared before the Consumer Affairs Court. Ensure that accounts on return of service (selective bodies which participate in the Consumer Affairs Court) are paid. Render administrative support function to the division.
<u>ENQUIRIES APPLICATIONS</u>	:	Adv. R Pitso at 064 805 4466
	:	Applications can be hand delivered or sent via email to recruitment2@destea.gov.za and quote the reference number for the abovementioned position on the subject line (email) when applying.

DEPARTMENT OF HEALTH

<u>CLOSING DATE</u>	:	18 July 2025
<u>NOTE</u>	:	Applications must be submitted on new Z83 form. "Applicants are advised that until 31 December 2020 the current application for employment (Z83) form will be applicable, however from 1 January 2021, a new application for employment (Z83) form will be effective. Should an individual wish to apply for a post on or after 1 January 2021, he/she will be required to submit the new application for employment form which can be downloaded at www.dpsa.gov.za-vacancies . From 1 January 2021 should an application be received using the incorrect application for employment (Z83), it will not be considered." The fully completed and signed form Z83 should be accompanied by a recently updated, comprehensive CV and the application must submit copies of qualifications, identity document and drivers licence (where appropriate) and any other relevant documents. Such copies need to be certified when applying for a post. The communication from the HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore, only shortlisted candidates for a post will be required to submit certified documents on or the day of the interview following communication from HR as well as recently certified copies of all qualification(s), including a Senior certificate and ID-document [Driver's license where applicable]. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Applicants who do not comply with the above-mentioned requirements, as well as applications

received late, will not be considered. The Department does not accept applications via fax or email. Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to short-listed candidates only. If you have not been contacted within eight (8) weeks after the closing date of this advertisement, please accept that your application was unsuccessful. Suitable candidates will be subjected to a personnel suitability check (criminal record, qualification verification and employment verification). Where applicable, candidates will be subjected to a skills/knowledge test. Successful candidates will be appointed on a probation period of 12 months. The Department reserves the right not to make any appointment(s) to the above post. The successful candidate will be expected to sign a performance agreement. The Department of Health is an equal opportunity affirmative action employer. The employment decision shall be informed by the Employment Equity Plan of the Department. It is the Department's intention to promote equity (race, gender and disability) through the filling of this post(s) with a candidate whose transfer / promotion / appointment will promote representatively in line with the numerical targets as contained in our Employment Equity Plan.

OTHER POSTS

<u>POST 23/134</u>	:	<u>CLINICAL MANAGER: MEDICAL GRADE 1 REF NO: H/M/01/2025</u>
<u>SALARY</u>	:	R1 422 810 - R1 576 977 per annum, (A portion of the package can be structured according to the individual's personal needs.
<u>CENTRE REQUIREMENTS</u>	:	Forensic Pathology Services (Thabo Mofutsanyane District)
	:	Matric, Appropriate qualifications that allows registration with the Health Professional Council of South Africa (HPCSA) as Medical officer (MBCHB). Current registration with HPCSA (2025/2026). A Minimum of five (5) years appropriate experience as medical officer. Computer Literacy. Valid Driver's License Knowledge and Skills: Post graduate qualification in Forensic Pathology and Knowledge of rendering Forensic Medico-Legal Service will be an added advantage. Knowledge of good communication skills and customer care management. Knowledge of good administrative procedures relating to specific rendering of Forensic Medico-legal Services including laws and regulations.
<u>DUTIES</u>	:	Responsible for the leadership and management of the delivery of Forensic Medico-Legal Directorate in the Free State Province and ensure that quality assurance is maintained when rendering forensic services. Actively contribute to the formulation and implementation of Forensic Pathology Services and Clinical Forensic Medicine Operational Plan. Assist Forensic Pathology Services Directorate in the discharge of any responsibilities which have been delegated to perform Autopsies in Forensic Mortuaries throughout the province. Develop and monitor Service Operational Procedures (SOP) for the performance of Autopsies in the province. Participate in Management activities and attend all applicable Management meetings, and liaise with Forensic Medico-Legal Unit with University of Free State for rendering of Medico-Legal Services within the Province. Report to the office of directorate of Forensic Pathology Services.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr RJ Khoali Tel No: (051) 430 7973 / 060 978 6215
	:	To: https://ihealth.fshealth.gov.za/e-Recruitment
<u>POST 23/135</u>	:	<u>MEDICAL OFFICER GRADE 1-3 REF NO: H/C/01/2025 (X2 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R1 001 349 - R1 078 116 per annum Grade 2: R1 142 553 - R1 247 202 per annum Grade 3: R1 322 352 - R1 647 630 per annum Plus 13th Cheque, Housing, Medical Aid (optional), Employee must meet the prescribed requirements.
<u>CENTRE REQUIREMENTS</u>	:	Forensic Pathology Services (Bethlehem Mortuary and Botshabelo Mortuary)
	:	Matric. Appropriate qualifications (MBCHB) that allow registration with Health Professions Council of South Africa (HPSA) as Medical Officer. Current registration with HPCSA (2025/2026). Computer Literacy and Valid Driver's License. Attach proof of working experience endorsed by Human resource. Grade 1: None after registration as Medical practitioner with the Health Professions Council of South Africa (HPCSA) In respect of South African qualified employees. One-year relevant experience after registration as

Medical practitioner with recognized a foreign health professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa **Grade 2:** Minimum of 5 years after registration as medical practitioner with the Health Professions Council of South Africa (HPCSA) in respect of South African qualified employees. Minimum of 6 years' relevant experience after registration as medical practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. **Grade 3:** Minimum of 10 years after registration as Medical practitioner with the Health Professions Council of South Africa (HPCSA) in respect of South African qualified employees. Minimum of 11 years' relevant experience after registration as Medical practitioner with a recognized foreign health professional Council in respect of foreign qualified employees to whom it is not required to perform Community Service, as required in South Africa Knowledge and Skills: Good problem solving and interventional skills. Sound communication skills (both verbal and written). Knowledge of public sector forensic Medico-Legal death investigations and applicable legislation pertaining to practice of and provision of Forensic Pathology Services. Ability to work within the team. Good planning and organizational skills. Post graduate qualification in Forensic Pathology will added advantage.

DUTIES : Responsible for the management of Forensic Medico -Legal death investigations within the designated Forensic Mortuaries. Participate in and attend critical stakeholders' meetings. Ensure that quality assurance is maintained when rendering forensic Services. Assist the Forensic Pathology Services Directorate in the discharge of any responsibilities related to Forensic medico-legal death investigations in the designated including performance of autopsies. Actively contribute to the formulation of Forensic Pathology Services Operational plan. Participate in developing and monitoring service operational procedures (SOP) for the performance of autopsies.

ENQUIRIES : Dr RJ Khoali Tel No: (051) 430 7973 / 060 978 6215
APPLICATIONS : To: <https://ihealth.fshealth.gov.za/e-Recruitment>

POST 23/136 : **PHARMACIST GRADE 1-3**

SALARY : Grade 1: R848 862 - R960 948 per annum
 Grade 2: R917 634 - R972 612 per annum
 Grade 3: R1 001 349 - R1 062 183 per annum
 A portion of the package can be structured according to the individual's personal needs.

CENTRE : Pharmaceutical Services: Medical Depot (Procurement Division)
REQUIREMENTS : Matric. B Pharm degree, Registration with South African Pharmacy Council (SAPC) as Pharmacist. Appropriate experience in drug supply management as well as computer literacy. **Grade 1:** None after registration as Pharmacist with the SACP in respect of SA qualified employees. One-year relevant experience after registration as Pharmacist with a recognised foreign Health Professional Council in respect of foreign employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** A minimum of 5 years relevant experience after registration as Pharmacist with the SACP in respect of SA qualified employees. 6-year relevant experience after registration as Pharmacist with a recognised foreign Health Professional Council in respect of foreign employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 3:** A minimum of 13 years relevant experience after registration as Pharmacist with the SACP in respect of SA qualified employees. 14-year relevant experience after registration as Pharmacist with a recognised foreign Health Professional Council in respect of foreign employees, of whom it is not required to perform Community Service, as required in South Africa. Knowledge and Skills: Good problem solving and interventional skills. Sound communication skills (both verbal and written). Knowledge of public sector pharmacy and applicable legislation pertaining to practice of pharmacy and provision of pharmaceutical services. Ability to work within the team. Good planning and organizational skills.

DUTIES : Ensure availability of health commodities to all levels of care. Ensure procurement compliance in line with regulatory prescripts. Co-ordinate and manage upstream and downstream procurement activities. Ensure mitigation of risk within the section. Ensure effective and efficient supervision of personnel within the component. Serve in ad-hoc committees. Ensure development and

		performance management of personnel. Ensure proper record management system within the section. Manage and co-ordinate demand data and estimates of health commodity. Implement Provincial Pharmaceutical and Therapeutics Committee (PPTC) resolutions.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr. TW Khetsekile Tel No: (051) 411 0578
	:	To: https://ihealth.fshealth.gov.za/e-Recruitment
<u>POST 23/137</u>	:	<u>ASSISTANT MANAGER SPECIALTY PNB-4 (OBSTETRIC AND GYNAECOLOGY) REF NO: H/M/01/2025</u>
<u>SALARY</u>	:	R755 355 – R863 667 per annum. Plus 13th Cheque, Housing Allowance, Medical Aid (Optional), Employee must meet the prescribed requirements
<u>CENTRE REQUIREMENTS</u>	:	Pelonomi Tertiary Hospital
	:	Diploma/Degree in nursing or equivalent qualifications that allows registration with the South African Nursing Council. Current registration with the South African Nursing Council (2025/2026). Registration with the South African Council (SANC) as Professional Nurse plus a post-basic nursing qualification with a duration of at least 1 year in Obstetric and Gynae, accredited with SANC. A minimum of 10 years appropriate/recognizable experience in nursing after registration with SANC as a Professional Nurse. At least 6 years of the period referred to above must be appropriate/recognizable experience after obtaining the 1 year post basic qualification. At least 3 years of the period referred to above must be appropriate/recognizable experience at Management level. A qualification in Health Care Management or Nursing Administration will be added as Advantage. Knowledge and Skills: Knowledge of the Public Service Act and Regulations and Public Finance Management. Demonstrate and 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 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. Demonstrate and basic understanding of Human Resource and Financial policies and practices.
<u>DUTIES</u>	:	Ensure that comprehensive nursing treatment and care is delivered to patients in a cost effective, efficient and equitable manner by the Specialty Units. Ensure compliance to professional and ethical practice. Coordination of optimal holistic specialized nursing care provided within the set standard and professional / legal framework. Provision of effective support Nursing Service. Coordination of provision of effective training and research. Maintain professional growth / ethical standard and self-development. Manage and control risks. Skills of report writing and data management. Provide relevant health information to health care users to assist in achieving optimal health care rehabilitation.
<u>APPLICATIONS</u>	:	Send To: https://ihealth.gov.za/e-Recruitment
<u>POST 23/138</u>	:	<u>ASSISTANT DIRECTOR RADIOGRAPHER GRADE 1-2 REF NO: H/D/01/2025 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1 R638 856 – R807 243 per annum. Plus 13th Cheque, Housing Allowance, Medical Aid (optional), Employee must meet the prescribed requirements.
<u>CENTRE REQUIREMENTS</u>	:	Pelonomi Tertiary Hospital
	:	Matric, qualification to Radiographer that allows registration with the Health Professions Council of South Africa in Diagnostic Radiography. Current registration with the HPCSA as an independent practitioner as Diagnostic Radiographer. A minimum of 10 years appropriate experience after registration with the HPCSA in the relevant profession, of which 5 years must be appropriate experience in Management. Knowledge and Skills: Knowledge of philosophy underpinning practice in radiography. Knowledge of code of conduct arising from professional and statutory sources. Knowledge of pathological processes and their imaging appearance. Knowledge of Computed Tomography (CT), Fluoroscopy and/or MRI will be an added advantage. Sound knowledge of public service legislations, policies and procedures. Sound knowledge of Radiation Protection. Sound knowledge of Diagnostic Radiography practice and ethos. Sound knowledge of Diagnostic Radiography equipment policies and protocols. Good communication and

DUTIES

interpersonal skills. Knowledge of relevant Health and Safety prescripts. Computer literacy essential. Good interpersonal skills.

- : Support the Radiography Manager in order to meet the objective of the department and a provision of a 24 hours radiography service. Supervise a 24 hours Radiography service. Manage the sub-component by supervising staff, performing relevant administrative functions, chairing meetings and conducting performance assessments through PMDS. Ensure efficient and effective control and use of all equipment, assets and resources including consumables and staff belonging to the Cost Centre. Develop, implement and monitor policies and procedures to ensure the effective and efficient functioning of the department. Manage the quality assurance programmes as required by the radiation control directorate and department of Health; Ensure diagnostic services comply with relevant standards, legislation and current government initiatives to improve health services. Manage the provision of clinical training and supervision for junior and student radiographers and assume specific trainer roles when delegated to oversee specific imaging areas within radiology, encourage a multidisciplinary approach by fostering working relationships with other departments in order to render quality services. Ensures that the Radiography department complies with radiation protection services, Occupational Health and Safety and Infection Control, Labour relations requirements. Strengthen and monitor the implementation of equipment maintenance programme. Supervise and execute all clinical procedures competently to prevent complications. NB: All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s prior to the date of the Interview.

**ENQUIRIES
APPLICATIONS**

- : Me EN Raphela Tel No: (051) 405 1932
: Send To: <https://ihealth.gov.za/e-Recruitment>

POST 23/139

- : **OPERATIONAL MANAGER NURSING SPECIALTY (THEATRE) REF NO:
H/M/02/2025 (X1 POST)**

SALARY

- : R693 096 – R789 861 per annum. Plus 13th Cheque, Housing Allowance, Medical Aid (Optional), Employee must meet the prescribed requirements

**CENTRE
REQUIREMENTS**

- : Pelonomi Tertiary Hospital
: Matric, 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 (2025/2026). A post basic nursing qualification with a duration of at least 1 year accredited with SANC in one of the specialty. A minimum of 9 years appropriate recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 5 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. A post basic qualification in Health Care Management or Nursing Administration will be an added advantage. Knowledge and Skills: Good communication skills and interpersonal relations. Ability to work under pressure. Computer literacy. Nursing administration. Knowledge of people management, financial management and conflict management. Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices and how this impact on service delivery. Demonstrate and basic understanding of Human Resource and Financial polices and practices.

DUTIES

- : Ensure clinical nursing practice by the nursing team (unit) 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. Demonstrate effective communication with patients, supervisor, other health professionals and junior colleagues, including more complex report writing when required. Work as part of a multi-disciplinary team at unit level to ensure good nursing care by the nursing team. Work effectively and amicably, at a supervisory level, with persons of diverse intellectual, cultural, racial or religious differences. Able to manage own work, time and that of junior colleagues to ensure proper nursing services in the unit. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring the unit adheres to the principles of Batho Pele. Able to develop contract, build and maintain a network of professional relations in order to enhance service delivery. Demonstrate basic computer literacy as a support tool to enhance service delivery.

<u>APPLICATIONS</u>	:	Send To: https://ihealth.gov.za/e-Recruitment
<u>POST 23/140</u>	:	<u>ASSISTANT DIRECTOR: FINANCIAL ACCOUNTING REF NO: H/D 02/2025</u>
<u>SALARY</u>	:	R468 459 - R551 823 per annum. Plus 13th Cheque, Housing Allowance, Medical Aid (optional), Employee must meet the prescribed requirements.
<u>CENTRE REQUIREMENTS</u>	:	Pharmaceutical Services: Medical Depot
	:	Matric, Degree / Advance Diploma in Financial Management or equivalent at NQF 7. A minimum of 3 years' experience in the financial environment and supervisory level. Knowledge and Skills: Interpersonal and negotiation skills. Leadership, presentation, analytical skills. Knowledge of Financial Management and SCM.
<u>DUTIES</u>	:	Oversee the verification of the capturing of payroll transactions on the accounting system. Oversee the correct capturing of banking details on the accounting system. Oversee and reconcile payment requests with budget provisioning and the availability of funds. Oversee that bank reconciliation are performed and are correct. Monitor and review the procedures for the collection and safekeeping of all monies and compliance with the relevant prescripts. Liaison with debts in the most complex and problematic cases to determine payback conditions and time span. Oversee the identification and accurate recording of debts owed to the department. Oversee and monitor income against budget and review reconciliations. Oversee and review disclosure notes on revenue collection. Oversee and collate financial supporting information for planning purposes. Supervise employees to ensure an effective financial accounting service.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr. VA Nakane Tel No: (051) 411 0535
	:	To: https://ihealth.fshealth.gov.za/e-Recruitment

DEPARTMENT OF SOCIAL DEVELOPMENT

<u>APPLICATIONS</u>	:	Applications should be addressed to various institution as per the application's need: Provincial Office: Please forward your application quoting the relevant reference number, Department of Social Development, Private Bag X20616, Bloemfontein, 9300. Human Resource Management (Recruitment Section) Old Standard Bank Building, or place applications in an application box at Cnr Charlotte Maxeke and West Burger Street, Old Standard Bank Building, Bloemfontein or E-mail to Recruitment@fssocdev.gov.za General enquiries: Ms MV Mophethe at 083 577 2009
<u>CLOSING DATE</u>	:	21 July 2025
<u>NOTE</u>	:	Applications must be submitted on a duly complete New Z83 form (effective 01 January 2021) obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents . Received application using the incorrect application for employment (old Z83) will not be considered. Please ensure that the specific reference number is quoted correctly. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed signed Z83 form and detailed Curriculum Vitae. Shortlisted candidates will be required to submit certified copies of qualifications, and other relevant documents to HR on or before the day of the interview. Should you be in possession of a foreign qualification; it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA) when submitted. Failure to submit all the requested documents will disqualify your application. Correspondence will be limited to short-listed candidates only. If you have not been contacted within six (6) months after the closing date of this advertisement, please accept that your application was unsuccessful. Selected candidates will be subjected to a personnel suitability check (criminal record check, citizenship verification, qualification/study verification and previous employment verification). Successful candidates will also be subjected to security clearance processes. Successful candidates will be appointed on a probation period of twelve (12) months. Misrepresentation in the application documents will result in automatic disqualification and disciplinary action in the event the candidate has already been appointed. The Department reserves the right not to make appointment(s) to the advertised post(s). Persons with disability and people from previously disadvantaged groups are encouraged to apply.

OTHER POST

<u>POST 23/141</u>	:	<u>ADMINISTRATIVE SUPPORT AND CO-ORDINATION OFFICER (OFFICE OF THE MEC: SOCIAL DEVELOPMENT) REF NO: DSDFS 64/25 (X1 POST)</u>
<u>SALARY</u>	:	R896 436 per annum
<u>CENTRE</u>	:	Provincial Office (Bloemfontein)
<u>REQUIREMENTS</u>	:	A recognized Bachelor's degree/ National Diploma in Public Administration/Management or relevant equivalent qualification at NQF level 6 with 3-4-year relevant administrative experience. Broad knowledge and understanding of the functional areas covered by the executive authority's portfolio. Proven management competencies. Working knowledge of the political and parliamentary processes in South Africa. Computer literacy.
<u>DUTIES</u>	:	Manage administrative and coordination activities within the office of the executive authority. Develop, implement and maintain systems, registers and database to monitor and manage the flow of documents to, from and within the office of the executive authority. Compile correspondence, submissions and cabinet memoranda as required. Study, edit and comment on submissions to be submitted to the executive authority for consideration. Manage the procurement and maintenance of equipment and administer the budget in the office of the executive authority. Manage logistical support in the office of the executive authority. Develop, implement and maintain a filing system for the office of the executive authority. Manage the registry of the office of the executive authority. Ensure that documents are classified in accordance with the MISS prescripts and are handled in accordance with their classification. Liaise with internal and external role-players with regard to matters relating to the portfolio of the executive authority. Brief the Head of Office of the MEC on matters with regard to the executive authority's portfolio on the agenda of executive council. Liaise with senior managers in the institutions within the executive authority's portfolio. Co-ordinate the activities of the executive authority's office. Render executive council support service to the executive authority. Manage the distribution of memoranda to executive council members. Manage the distribution of documents and submissions to the relevant legislature and standing/portfolio committees. Keep record of decisions of executive council and alert the Head of Office of the MEC of actions to be taken and due dates. Supervise employees. General supervision of the employees in the office of the executive authority. Quality control of the work delivered by supervisees. Advise supervisees with regard to all aspects of the work. Serve as the formal disciplinary authority with regard to supervisees. Ensure that all supervisees are trained and developed to be able to deliver work of the required standard efficiently and effectively
<u>ENQUIRIES</u>	:	Mr. PI Mosole, Office Manager at 083 405 0734

**PROVINCIAL ADMINISTRATION: MPUMALANGA
DEPARTMENT OF HEALTH**

The Department of Health is an equal opportunity, affirmative action employer. It is our intention to promote representivity in respect of race, gender and disability through the filling of these positions. Candidates whose transfer / promotion / appointment will promote representivity will receive preference.

<u>APPLICATIONS</u>	:	Departmental Online Application System: www.mpuhealth.gov.za
<u>CLOSING DATE</u>	:	18 July 2025. N.B. Applicants are advised to apply as early as possible to avoid disappointments.
<u>NOTE</u>	:	Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. In order to alleviate the administration burden on HR Sections as well as considering the cost for applicants, Departments are encouraged to request certified copies of qualifications and other relevant documents from shortlisted candidates only which may be submitted to HR on or before the day of the interview following communication from the relevant HR section of the Department. All health/engineering posts that are advertised within the Department professional registration will be required from various statutory councils for shortlisted candidates. A complete set of application documents should be submitted separately for every post that you wish to apply for. Please ensure that you clearly state the full post description and the relevant Post Reference Number on your application. No fax applications will be considered. Applicants must ensure that they fully complete and sign form Z 83, even if they are attaching a CV. Incomplete and/or unsigned applications will not be considered. If you are currently in service, please indicate your PERSAL number at the top of form Z83. Due to ongoing internal processes, the Department reserves the right to withdraw any post at any time. The Department reserves the right to verify the qualifications of every recommended candidate prior to the issuing of an offer of appointment. All short-listed candidates will be subject to a vetting process prior to appointment. If no response is received from the Mpumalanga Department of Health within 90 days after the closing date of the advertisement, applicants must assume that their application was not successful. Please quote the CORRECT references when applying and where possible the station / centre where the post is. www.mpuhealth.gov.za Only Online Applications will be accepted. NB: Candidates who are not contacted within 90 DAYS after the closing date must consider their applications as having been unsuccessful. Please Note The Department reserves the right to amend / review / withdraw the advertised posts if by so doing, the best interest of the department will be well served. (People with disabilities are also requested to apply and indicate such in their applications)

OTHER POSTS

<u>POST 23/142</u>	:	<u>MANAGER NURSING (PN-A9): CHILD HEALTH (DCST) REF NO: MPDOH/JUL/25/119</u> Re-advertisement
<u>SALARY</u>	:	R1 155 099 – R1 320 732 per annum
<u>CENTRE</u>	:	Gert Sibande District
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12 plus Basic qualification accredited with 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 (2025). A tertiary qualification in Health Sciences, preferably in Public Health. A minimum of ten (10) years of appropriate / recognizable experience in nursing after registration as a Professional Nurse. At least 5 years of the period referred to above must be appropriate / recognizable experience in management level of Child Health Services. Post basic qualifications in Child health, Diploma/Degree in Nursing Education and Administration will be an advantage. Demonstrate basic computer literacy as a support tool to enhance service delivery. Knowledge of MCWH, CARMMA, PMTCT and ESMOE programmes Ability to plan and organise own work. Be able to work under pressure. Current South African Nursing Council receipt – license to practice (2025). Valid driver's licence.

DUTIES

: Be part of the District Clinical Specialist Team responsible for the delivery of quality health care for mothers, new-born, and children at all levels within the district. Promote equitable access to an appropriate level of care for all mothers, new-borns, and children within the district. Promote clinical effectiveness in all health facilities by supporting outreach programs, development, dissemination and implementation of clinical policies and standard treatment guidelines aligned with National norms and standards. Facilitate and participate in the development training and mentorship of health professionals in all health facilities within the district. Work with the District Management team to establish and maintain systems including surveillance, health information, communication and referral guidelines and processes to support the delivery of services. assist, support and participate in risk management activities for patients (e.g., Critical event analysis, morbidity, and mortality meetings) for organisation (e.g., District Performance Reviews) Support of facilities on implementation of Child Health services. Primary support districts hospitals in the provision of paediatric and child health services Participate in training and mentoring on programme related activities IMCI; ETAT; PMTCT). Implement effective monitoring and evaluation processes, effective use of data and appropriate reporting on outputs and outcomes Foster effective teamwork and collaboration within the district specialist team and with other professionals in the district involved in the delivery of Primary Health Care. Participate in the development of clinical record audit tools in line with current policies and Office of the Health Standards Compliance requirements.

ENQUIRIES

: Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 23/143

: **ASSISTANT MANAGER NURSING (PB-B4): MOTHER, CHILD, WOMEN, YOUTH AND HEALTH (MCWYH) REF NO: MPDOH/JUL/25/120**
Re-advertisement

**SALARY
CENTRE
REQUIREMENTS**

R755 355 - R863 667 per annum
Nkangala District Office, Emalahleni

: Senior Certificate / Grade 12 plus Basic R425 qualification (i.e. Diploma / Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse (2025). A post-basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in Paediatric / Child Care / PHC / Advanced Midwifery. A minimum of ten (10) years appropriate / recognisable 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 / recognisable experience in the Specific Specialty after obtaining the 1-year post-basic qualification in the relevant specialty. At least three (3) years of the period referred to above must be appropriate / recognisable experience at management level. The ability to coordinate multi-disciplinary and sectoral activities. Knowledge and understanding of the District Health System, including District Hospitals, and Community Based Health Services. Good knowledge of policies on public health services and communicable disease strategies. Knowledge and experience of financial and human resource management applicable to the public service. Proven experience in the provision and management of ophthalmic services. Knowledge and understanding of the department of health Mpumalanga Comprehensive Service Plan. Must have a valid driver's license. Computer literacy (word, excel, PowerPoint, Microsoft teams: zoom). Must be proactive, innovative and an independent team leader. Able to participate in continuous professional development activities. Skills: Strong analytical skills and extensive experience in Monitoring and Evaluation (M&E) of Programs. Report writing, good communication skills (Verbal and written). Program and project management skills. Financial management skills. Change and knowledge management skills. Problem-solving and analysis skills. People management and empowerment. Contract management skills. Able to work independently and under pressure. Ability to work within a multidisciplinary team to ensure holistic care. Understanding legislative frameworks and related policies in the health public sector and other prescripts. Valid driver's licence.

<u>DUTIES</u>	:	To coordinate and support the implementation of Mother, Child, Women, Youth and Health (MCWYH) Programmes. Coordinate and facilitate the implementation of Maternal and Child Health Programmes. Coordinate and facilitate the implementation of the Integrated Nutrition Programme. Ensure the implementation of national and provincial policies. Facilitate the provision of adequate woman, and youth health care services. Facilitate the provision of adequate and safe maternal and child health care services. Facilitate the improvement of standards of health care for women and youth. Facilitate the improvement of standards of health care for maternal and child health. Render advice and technical support services to the district. Monitor and evaluate the impact of implementation of policies and guidelines. Coordinate the implementation of National and Provincial INP policies and guidelines. Plan and coordinate INP Services. Monitor and evaluate INP Services. Coordinate the implementation of poverty alleviation projects.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 23/144</u>	:	<u>ADMINISTRATIVE OFFICER: MENTAL HEALTH REVIEW BOARD REF NO: MPDOH/JUL/25/121 (X3 POSTS)</u>
<u>SALARY CENTRE</u>	:	R325 101 per annum, (plus service benefits)
	:	Ehlanzeni District Office, Mbombela (X1 Post)
	:	Nkangala District Office, Emalahleni (X1 Post)
	:	Gert Sibande District Office, Ermelo (X1 Post)
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12 or equivalent qualification with three (3) years relevant experience or Diploma / Degree (NQF Level 6/7) in Public Administration / Public Management or equivalent qualification. Computer literacy skills in excel, word and power point and data capturing skills. Good communication skill and ability to function independent. Strong administrative skill, innovative thinking, sound interpersonal relationship. A pleasant telephone personality, good planning, decision making, problem solving, planning and organizational skills. Writing and issuing of notices and commitment to meeting deadlines. Distributes documents to various stakeholders as required. keep and maintain the incoming and outgoing register of the unit. Ability to work in a multidisciplinary team (MDT). A valid South African Code 8 driver's licence.
<u>DUTIES</u>	:	Render administration support services regard the functioning of Mental Health Review Board (MHRB). Receive, check and process documents before and after consideration by MHRB members. Open and track individual user file documents. Open file and track individual user documents. Maintain a register of periodic report submitted or due and follow up overdue reports without delay. Maintain a register of quarterly reports on ECT, seclusion and mechanical restraint submitted or due and follow-up overdue report without delay. Maintain a register for all mental health forms submitted to court. Records and file notices of emergency admission, transfer between hospitals and discharges. Enter information in a record system and produce report as required. Be responsible and assist in the management of all allocated resources. Effective report writing, record keeping and data collection skill is needed. Working well within the MDT set up.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 23/145</u>	:	<u>LABOUR RELATIONS OFFICER REF NO: MPDOH/JUL/25/122</u> Re-advertisement
<u>SALARY CENTRE</u>	:	R325 101 per annum, (plus service benefits)
	:	Witbank Hospital (Nkangala District)
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12 or equivalent qualification plus three (3) years relevant experience or Diploma / Degree (NQF level 6/7) in Labour Relations / Public Administration / Human Resources Management or relevant field as recognized by SAQA. Computer Literacy certificate with the ability to work on Microsoft Word, PowerPoint, Microsoft Excel good analytical skills, Good

	written and verbal communication skills. Good Interpersonal relations and the ability to work independently and under pressure.
<u>DUTIES</u>	: Support the implementation of employee relations policies, plans, systems, guidelines, procedures and processes to create a conducive labour relations environment, in line with the relevant public service prescripts. Assist in conducting ER investigations, resolving disputes and grievances, ensuring proper preparation, presenting cases and representing the Department at conciliation and arbitration, where required. Represent the Department at Disciplinary cases, where required, ensuring adequate preparation, presentation of cases and obtaining a mandate before disciplinary hearings. Provide ER advice and facilitate capacity-building initiatives to the business unit on request for non-complex matters. Assist in coordinating the department's collective bargaining processes and agreements, including preparation of the DBC, identification of items, review of minutes and ensuring the implementation of decisions taken at the DBC. Follow up on employee relations issues with management and employees. Administered and maintained a reliable labour relations reporting system for allocated cases, ensuring timely submission of required statistics, drafting quarterly, annual, and ad hoc reports/ statistics, and capturing cases on PERSAL.
<u>ENQUIRIES</u>	: Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 23/146</u>	: <u>ADMINISTRATIVE OFFICER: BURSARY SECTION (HRD) REF NO: MPDOH/JUL/25/123</u> Re-advertisement
<u>SALARY CENTRE REQUIREMENTS</u>	: R325 101 per annum, (plus service benefits) : Provincial Office, Mbombela (Nelspruit) : Senior Certificate / Grade 12 or equivalent plus three (3) years' experience in Human Resource Management / Development or Diploma / Degree (NQF Level 6/7) in Human Resource Management, Public Administration / Public Management as recognised by SAQA. Skills and Competencies: Computer skills particularly MS EXCEL, Outlook & Word, Good interpersonal, Good written and verbal communication, Analytical skills on problem solving, decision making and organizational, facilitation & presentation skills. Good interpersonal relations, knowledge of PERSAL, Public Service Act, PFMA, Skills Development Act, Employment Equity Act and other relevant prescripts. Valid drivers licence.
<u>DUTIES</u>	: Provide administrative support for the Nelson Mandela – Fidel Castro Collaboration Programme. Administer the contractual obligation of bursary holders. Provide administrative support to ad hoc internal programmes. Provide procurement support in the section.
<u>ENQUIRIES</u>	: Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351 and IT related queries: Help desk Tel No: (013) 766 3018.

**PROVINCIAL ADMINISTRATION: NORTH WEST
DEPARTMENT OF COMMUNITY SAFETY AND TRANSPORT MANAGEMENT**

This Department is an Equal Opportunity Affirmative Action Employer. It is our intention to promote representivity (race, gender and disability) in the Department through the filling of these posts and candidates whose transfer/promotion/appointment will promote representivity will receive preference. An indication in this regard will facilitate the processing of applications.

<u>APPLICATIONS</u>	:	The Head of Department, Department of Community Safety and Transport Management, Private Bag X19, Mmabatho, 2735 Office No. 105, 1st Floor, Tirelo Building, Cnr Albert Luthuli Drive and Dr. James Moroka Drive, OR email to the relevant e-mail address associated with the post applied for.
<u>FOR ATTENTION</u>	:	Kegomoditswe Makaota Tel No: (018) 200 8258
<u>CLOSING DATE</u>	:	18 July 2025
<u>NOTE</u>	:	Compliance Note: Applications must be submitted on the improved Z83, approved to be utilized with effect 01 January 2021, which must be completed in such a manner that provides sufficient information about your candidature and the post applied for by completing all relevant fields. The declaration must be signed and initials on the second page are not mandatory. Should the applicant/s use incorrect application form for employment (Z83), or not compliant to the notes, the application/s will not be considered for selection purposes (disqualified). The Z83 must be accompanied by detailed Curriculum Vitae with at least three (3) names of referees with current contact details. Subjects of relevant qualification/s should be mentioned in the CV. Completion of the Z83 form: Part A: All fields must be fully completed. Parts B: All fields except date of birth and ID number. Part C, D, E, F and G may be left blank, marked as not relevant, and use dashes or N/A if they do not apply to you or the position applied for and as long as the CV has been attached and provides the required information, however question related to conditions that prevent re-appointment under Part F is compulsory for applicants seeking re-employment into the Public Service. Applicants do not have to submit copies//proof/certificates/attachments/drivers licence/qualifications on application, only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interviews. The employment application form (Z83) is obtainable at any National or Provincial Department, and it is accessible on the DPSA web-site, www.dpsa.gov.za Failure to submit or comply with the requested documents will result in the application not being considered. Should the applicant fail to submit or not comply with the requested documents, or not meet minimum requirements of the job as per the post advertised, this will result in the employment application not being considered. Qualifications of shortlisted candidates will be verified with SAQA. Persons in possession of a foreign qualification must furnish this Department with an evaluation certificate from the South African Qualification Authority (SAQA) (only when shortlisted). Positions requiring tertiary qualification/s must be accompanied by copies of academic record/transcript(s) (only when shortlisted). Candidates must indicate the number of the post/reference number in their applications. Candidates requiring additional information regarding an advertised post must direct their queries to the person reflected as enquiries below the post applied for. Applications should be forwarded in time to the department since applications received after the closing date indicated below will as a rule not be accepted. It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department. The Department reserves the right not to make appointments and correspondence will be limited to shortlisted candidates only. Personnel suitability check records will be conducted. Applicants must disclose if she/he is not a Director/Shareholder of a company or conducting any business with organ of State. They must also disclose or inform whether he/she is performing any additional remunerative work outside his /her normal duties. All appointments are subjected to a positive qualifications verification as well as security clearance. SMS appointments are also subjected to SMS competency assessment as a DPSA requirement. All shortlisted candidates for SMS posts and positions with requisite skills will be subjected to a technical exercise that intends to test relevant technical elements of the job. Applicants who do not possess SMS Pre-Entry Certificate shall be considered for shortlisting and interviews, but cannot be appointed before they successfully obtain the certificate. (SMS Pre-Entry Programme) is offered by the National

School of government, information can be accessed via this link: <https://www.thensg.gov.za>. The appointee to SMS post must be in possession of such, prior to taking up the post.

MANAGEMENT ECHELON

<u>POST 23/147</u>	:	<u>CHIEF DIRECTOR: DISTRICT COORDINATION AND REF NO: 08/2025/26</u> Government Fleet Chief Directorate: District Coordination and Government Fleet NB: This is a re-advertisement; candidates who previously applied are encouraged to re-apply.
<u>SALARY</u>	:	R1 436 022 per annum. The inclusive remuneration package consists of a basic salary, contribution to the Government Employee Pension Fund, medical fund and a flexible portion in terms of applicable rules. The successful candidate must enter into a performance agreement and sign employee contract.
<u>CENTRE REQUIREMENTS</u>	:	Head Office- Mahikeng Grade 12 Certificate. A relevant (NQF level 7) qualification in Public Administration/Administration /equivalent qualification at NQF 7 as recognised by SAQA coupled with five (5) years' experience at senior management level (SL 13) within Administration. Computer Literacy. A valid driver's license. Knowledge: Broad knowledge of Public Financial Management Act and its Regulation. In depth knowledge of Public Service Act. Broad knowledge of Public Service Regulations. Broad knowledge of Infrastructure Management. Knowledge of Managerial Functions. Skills: Ability to interact professionally and effectively with diverse stakeholders. An innovative, assertive and confident approach. Ample initiative and an independent work ethic, self-motivated and reliable. Investigation, Excellent report writing, research, analytical thinking, decision making and problem solving skills. Client oriented and customer focus and results driven. High level communication and presentation skills. Ability to interact at both strategic and operational level. Ability to work under pressure. Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service delivery innovation, Problem Solving and analysis, Client orientation, Customer Focus and Communication.
<u>DUTIES</u>	:	Coordinate District Corporate Services functions for the department and ensure efficiency of service delivery activities in the districts. Oversee the management, monitoring and evaluation of effectiveness of the Government fleet services in all Districts. Manage and control all the resources within the Chief Directorate. Provide Strategic Leadership and Management of the Chief Directorate.
<u>ENQUIRIES APPLICATIONS NOTE</u>	:	Dr. H Kekana Tel No: (018) 200 8001 E-Mail address: CSTMrecruitment05@nwpg.gov.za Male candidates are encouraged to apply
<u>POST 23/148</u>	:	<u>CHIEF DIRECTOR: TRANSPORT OPERATIONS REF NO: 09/2025/26</u> Chief Directorate: Transport Operations NB: This is a re-advertisement; candidates who previously applied are encouraged to re-apply.
<u>SALARY</u>	:	R1 436 022 per annum. The inclusive remuneration package consists of a basic salary, contribution to the Government Employee Pension Fund, medical fund and a flexible portion in terms of applicable rules. The successful candidate must enter into a performance agreement and sign employee contract.
<u>CENTRE REQUIREMENTS</u>	:	Head Office- Mahikeng Grade 12 Certificate. A relevant (NQF level 7) qualification in Transport Management, Transport Economics or Transport Logistics/equivalent qualification at NQF 7 as recognised by SAQA coupled with five (5) years' experience at senior management level (SL13) within the Transport Environment. Computer Literacy. A valid driver's license. Knowledge: Broad knowledge and understanding of Government Policies and other relevant prescripts. In depth knowledge of legislative prescripts governing Transport Sector. Ability to conceptualise policy and apply it successfully. Policy analysis and interpretation. Skills: Ability to interact professionally and effectively with

diverse stakeholders. An innovative, assertive and confident approach. Ample initiative and an independent work ethic, self-motivated and reliable, excellent report writing, analytical thinking, decision making and problem-solving skills. Client oriented and customer focus and results driven. High level communication and presentation skills. Ability to interact at both strategic and operational level. Computer Literacy. Ability to work under pressure. Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service delivery innovation, Problem Solving and analysis, Client orientation, Customer Focus and Communication.

DUTIES

: Oversee the management of Transport Operations within the province. Manage Public Passenger and Leaner Transport Subsidized Contracts. Oversee the implementation and maintenance of Provincial Aviation matters. Oversee the development and maintenance of Transport policies, legislations, information systems as well as the planning process thereof. Ensure the successful empowerment, capacitation, and liaison with all Public Transport Stakeholders. Manage and control all the resources within the Chief Directorate. Provide Strategic Leadership and Management of the Chief Directorate.

ENQUIRIES

APPLICATIONS

NOTE

: Dr H Kekana Tel No: (018) 200 8001
 : E-Mail address: CSTMrecruitment06@nwpg.gov.za
 : Female candidates are encouraged to apply

**PROVINCIAL ADMINISTRATION: WESTERN CAPE
DEPARTMENT OF HEALTH AND WELLNESS**

In line with the Employment Equity Plan of the Department of Health it is our intention with this advertisement to achieve equity in the workplace by promoting equal opportunities and fair treatment in employment through the elimination of unfair discrimination.

NOTE : It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department. Kindly note that excess personnel will receive preference.

OTHER POSTS

POST 23/149 : **CHIEF ENGINEER: GRADE A**

SALARY : Grade A: R1 266 450 per annum, (A portion of the package can be structured according to the individual's personal needs).

CENTRE REQUIREMENTS : Groote Schuur Hospital, Observatory
Minimum educational qualification: Degree in electrical or mechanical engineering (B Eng/BSc Eng). Registration with a Professional Council: Registration with the Engineering Council of South Africa (ECSA) as a Professional Engineer and six years post qualification experience. Certificated Engineer. Experience: A minimum of 6 years post qualification experience required as a registered professional Engineer. Extensive experience in the maintenance and operation of machinery and electrical systems, Extensive experience in Hospital engineering, experience in the functioning of medical equipment and the application of health technologies, Experience in personnel management
Inherent requirement of the job: To Working outside normal hours per, travel and stay away from home. A valid driver's license. Competencies (knowledge/skills): Able to write, understand and interpret specifications for electrical and medical equipment and apply this to procurement, to prepare policy reports, submissions and presentations, to plan and execute research in related fields. Be fit and able to climb onto, over and under machinery and services for the purpose of inspecting, repairing, or adjusting. Able to train and transfer knowledge and skills, have good planning, organizing, people- and performance management skills and Computer literacy, particularly in MS Office (MS Word, Excel, Outlook, PowerPoint). Knowledge and adherence to Occupational Health and Safety Act (Act 85 of 1993), Hazardous Substances Act (Act 15 of 1973, Understanding of the Comprehensive Health Services Plan of the Department, International Hospital Engineering Standards, Public Finance Management Act (Act 1 of 1999). Treasury Regulations, Treasury Practice Notes and Circulars, Accounting Officer System, Public Service Act and Regulations, Labour Relations Act and Regulations.

DUTIES : Manage the provision of effective, efficient and affordable engineering services through inspections, maintenance, repair, training, evaluation and modification. Serve as the competent person in terms of the Occupational Health and Safety Act (regulations pertaining to electrical and mechanical installations) and provide occupational and equipment safety services. Provide engineering input regarding construction projects and technical feedback to hospital management. Management of the allocated financial and human resources to achieve the pre-determined performance indicators and service delivery imperatives. Prepare policy reports, submissions and presentations. Contract management in terms of putting Engineering contracts in place and management thereof.

ENQUIRIES APPLICATIONS : Dr S De Vries Tel No: (021) 404-3178/9
Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE CLOSING DATE : No payment of any kind is required when applying for this post.
18 July 2025

POST 23/150 : **MEDICAL SPECIALIST GRADE 1 TO 3 (RADIOLOGY) (X3 POSTS)**

SALARY : Grade 1: R1 341 855 per annum
Grade 2: R1 531 032 per annum
Grade 3: R1 773 222 per annum

	(A portion of the package can be structured according to the individual's personal needs).
<u>CENTRE REQUIREMENTS</u>	: Groote Schuur Hospital, Observatory : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Specialist in Radiology. Registration with a Professional Council: Registration with the HPCSA as a Medical Specialist in Radiology. Experience: Grade 1: None after registration with HPCSA as a Medical Specialist in Radiology. Grade 2: A minimum of 5 years' appropriate experience after registration with the HPCSA (or recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Radiology. Grade 3: A minimum of 10 years appropriate experience after registration with the HPCSA (Or as recognised foreign Health Professional council in respect of a foreign qualified employee) as a Medical Specialist in Radiology. Inherent requirement of the job: Participate in the after-hours call system. Commuted overtime is compulsory. Competencies (knowledge/skills): Excellent team player. Extensive experience and clinical expertise in Head and Neck imaging, Neuroimaging, Biopsies, Ultrasound Imaging, MSK, Mammo's, Pediatric Radiology and component imaging modalities. Strong record of clinical governance, research, teaching, and training at undergraduate and postgraduate levels in Diagnostic Radiology. Excellent managerial, interpersonal, leadership, administrative, communication, analytical, and problem-solving skills. Ability to supervise training and mentorship of junior radiologists.
<u>DUTIES</u>	: Provide supervision of clinical service delivery within the Radiology Division to ensure excellent clinical services that assessments, diagnosis, investigations, technical skills and treatment in inpatient, outpatient and emergency contexts. Take overall responsibility for the comprehensive Diagnostic Imaging Radiology service at Groote Schuur Hospital, reporting to the Head of Department. Responsible for a strong academic program within the wider Radiology teaching program, including relevant research and continuing medical education for staff. Liaise and collaborate with all surgical and medical disciplines to support the delivery of best practices for patient care. Responsible for corporate governance and management activities, ensuring quality outputs and optimal use of resources. Communications skills including report generation, letter writing, consultation, verbal skills, liaison with support service, nursing and Professions Allied to Medicine. Coordinate and manage afterhours support for Diagnostic Radiology services. Coordinate and participate in outreach programs to the facility's drainage area.
<u>ENQUIRIES</u>	: Prof S Moosa Tel No: (021) 404-4184
<u>APPLICATIONS</u>	: Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	: No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). Please ensure that you attach an updated CV.
<u>CLOSING DATE</u>	: 18 July 2025
<u>POST 23/151</u>	: <u>REGISTRAR (ORTHOPAEDICS)</u> (5-Year Contract)
<u>SALARY</u>	: R1 001 349 per annum, A portion of the package can be structured according to the individual's personal needs.
<u>CENTRE REQUIREMENTS</u>	: Groote Schuur Hospital, Observatory : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with a Professional Council: Registration with the HPCSA as a Medical Practitioner. Inherent requirement of the job: Commuted overtime is compulsory. Participate in the after-hours call system. Valid (Code B/EB) drivers license. Competencies (knowledge/skills): Ability to work under pressure as part of a clinical team. Research interest and

	experience. ATLS, basic surgical skills and other courses. Appropriate and sufficient clinical experience since obtaining the degree of MBChB and after completion of internal rotations Completion of community service.
<u>DUTIES</u>	: Leadership. Research. Teaching. Clinical Governance. Clinical Service: Patient care and assisting in theatre.
<u>ENQUIRIES</u>	: Ms M van der Berg, email: marilyn.vanderberg@uct.ac.za
<u>APPLICATIONS</u>	: Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	: No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). Consideration will be given to existing employees who are already on higher salary packages to retain their existing salary position, as personal. As such they are entitled to receive pay progression. Appointment as a Registrar will be for a maximum contract period of 5 years. Employees in service who opt to continue with their pension benefits as Registrar, will be required to resign after completion of their registrarship should they not be successful for advertised Specialist positions. Should registration with the HEI as a student be discontinued for any reason the appointment of Registrar also discontinues. Applicants must indicate whether they have bursary obligations. Groote Schuur Hospital has adopted the department's ecosystem framing of its training platform. Accordingly, all registrar appointments may be called upon to work across this platform and may include rotations at Metro West and Rural East hospitals. This includes Red Cross War Memorial Children's Hospital, New Somerset Hospital, Mitchells Plein District Hospital, Victoria Hospital and George Provincial Hospital. Please ensure that you attach an updated CV. The Department of Health is guided by the principles of Employment Equity. Candidates with disability are encouraged to apply and an indication in this regard will be appreciated. Specific Registrar posts within the Department will be identified as part of the Affirmative Action programme to create a representative Specialist cadre in line with applicable procedures. Preference will be given to SA citizens/permanent residents with a valid identity document. Registrars will be required to register as post-graduates with University of Cape Town according to the yearbook and guidelines."
<u>CLOSING DATE</u>	: 18 July 2025
<u>POST 23/152</u>	: <u>MEDICAL OFFICER GRADE 1 TO 3 (X2 POSTS)</u> Cape Winelands Health District
<u>SALARY</u>	: Grade 1: R1 001 349 per annum Grade 2: R1 142 553 per annum Grade 3: R1 322 352 per annum (A portion of the package can be structured according to the individual's personal needs)
<u>CENTRE REQUIREMENTS</u>	: Montagu Hospital, Langeberg Sub-district : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with a Professional Council: Registration with the HPCSA as Medical Practitioner. Experience: Grade 1: None after registration as a Medical Practitioner with the HPCSA in respect of SA qualified employees. One-year relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Grade 2: A minimum of 5 years' appropriate experience as a Medical Practitioner after registration with the HPCSA as a Medical Practitioner in respect of SA qualified employees. A minimum of 6 years' relevant experience after registration as a Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. -Grade 3: A minimum of 10 years' appropriate experience as a Medical Practitioner after registration with the

HPCSA as Medical Practitioner in respect of SA qualified employees. A minimum of 11 years' relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Inherent requirements of the job: Valid (code B/EB) driver's licence. Commuted Overtime duties. Competencies (knowledge/skills): Sound knowledge of general medical and surgical conditions at district hospital and Primary Health Care level and knowledge applicable to the South African TB and HIV care guidelines. Comprehensive evidence-based, direct patient-centred Clinical Service Provision in the sub-district Health Service and computer literacy (MS Excel, Word, Outlook etc.) and good interpersonal, organizational and teamwork skills. Competent in performing district level procedures including performance of caesarian sections, administration of spinal and general anesthesia, management of chronic conditions and HIV/TB care, maternal and child health as well as emergency medical care including adult and neonatal resuscitations. Ability and willingness to do outreach services to clinics throughout the Langeberg Sub District, and guiding health care colleagues in managing difficult district-level cases.

<u>DUTIES</u>	:	Provide quality care to patients at Robertson, Montagu Hospital and surrounding clinics in the Langeberg Sub District and healthcare facilities. Provide Outreach and Support service to PHC facilities in the Langeberg sub-district. Actively participate in skills transfer, training, and academic opportunities relevant to the post. Active involvement in the clinical governance of Langeberg sub-district facilities as required.
<u>ENQUIRIES</u>	:	Dr AAP Williams Tel No: (023) 626-8543
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates may be required to do a practical test. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within Langeberg Sub-district for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/153</u>	:	<u>REGISTRAR (MEDICAL)</u> Chief Directorate: Emergency and Clinical Services Support (48 Month Contract)
<u>SALARY</u>	:	R1 001 349 per annum, A portion of the package can be structured according to the individual's personal needs.
<u>CENTRE</u>	:	Forensic Pathology Service (Forensic Medicine, Stellenbosch University) (Tygerberg Hospital)
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as an Independent Medical Practitioner. Registration with a Professional Council: Registration with the HPCSA as an Independent Medical Practitioner. Inherent requirement of the job: Valid Code B/EB driver's license. Competencies (knowledge/skills): Display knowledge and all other prescripts that concerns the functioning of a Forensic Medicine Department and continuous learning and improvement of knowledge and skills. Ability to adhere to requests, follow advice and instructions from consultants and conform to divisional protocols. Ability to adhere to safety standards. Problem solving abilities, as can be expected from a Registrar in Forensic Pathology Service. Continuous academic input and contribution, including case and topic presentations, conference participation, research and participation in all academic activities in the Division. Ability to communicate clearly and discreetly in person and in writing. Ability to work well within a group at all levels of authority. Ability to travel to peripheral FPS facilities should it be required to render a supportive function at other facilities in terms of service delivery requirements. Ability to

	consult with the responsible consultant when unsure of how to proceed with a case or related problem and inform a consultant whenever any work-related complication arises. Ability to work under pressure. Organizational skills. Rendering effective and efficient service under consultant supervision. Computer literacy (i.e., MS Word, Excel, Power Point and Internet research). Medical Research capabilities.
<u>DUTIES</u>	: Render effective and efficient Forensic Pathology autopsy Service. Render effective and efficient Forensic Pathology case follow up service. Effective administration and medico-legal duties. Effective and efficient management of service area. Effective delivery of training, teaching and operational research conforming to academic responsibilities.
<u>ENQUIRIES</u>	: Dr SO Jacobs, Email: jacobss@sun.ac.za
<u>APPLICATIONS</u>	: Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	: No payment of any kind is required when applying for this post. Other: Registrars will be required to register as post-graduate students with the University of Cape Town of the Western Cape as applicable according to the requirements for the discipline in the yearbook and guidelines. All applicants must be South African citizens or permanent residents. It will be expected of the successful candidate to participate in a system of Remunerated Commuted Overtime. Employees in service who opt to continue with their pension benefits as Registrar, will be required to resign after completion of their Registrarship should they not be successful for advertised Specialist positions. Appointment conditions and rotation: Appointment of Registrars will be for a maximum contract period of 4 years (or 5 years dependent on the minimum requirements of the post). It may become necessary to second/ transfer staff to another hospital/ institution during their period of training, in which case affected staff will be consulted prior to any decision being implemented. Registrars will function across health facilities, as per an agreed programme. Should registration with the HEI as a student be discontinued for any reason, the appointment as a Registrar also discontinues. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within the Division: Forensic Medicine, Stellenbosch University. for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	: 18 July 2025
<u>POST 23/154</u>	: <u>PHARMACIST GRADE 1 TO 3</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	: Grade 1: R848 862 per annum Grade 2: R917 634 per annum Grade 3: R1 001 349 per annum A portion of the package can be structured according to the individual's personal needs.
<u>CENTRE</u>	: False Bay Hospital
<u>REQUIREMENTS</u>	: Minimum educational qualification: Basic qualification accredited with the South African Pharmacy Council (SAPC) that allows registration with the SAPC as a Pharmacist. Registration with a Professional Council: Registration with the SAPC as Pharmacist. Experience: Grade 1: None after registration as a pharmacist with the SAPC in respect of SA qualified employees. 1-year relevant experience after registration as pharmacist with a recognised foreign Health Professional council in respect of foreign qualified employees, of whom it is not required to perform Community service as required in South Africa. Grade 2: A minimum of 5 years appropriate experience after registration as a pharmacist with the SAPC in respect of SA qualified employees. 6-years relevant experience after registration as pharmacist with a recognised foreign Health Professional council in respect of foreign qualified employees, of whom it is not required to perform Community service as required in South Africa. Grade 3: A minimum of 13 years appropriate experience after registration as a pharmacist with the SAPC in respect of SA qualified employees. 14-years

relevant experience after registration as pharmacist with a recognised foreign Health Professional council in respect of foreign qualified employees, of whom it is not required to perform Community service as required in South Africa. Inherent requirements of the job: Willingness to be on call. Competencies (knowledge/ skills): Computer literacy (MS Office: Word, Excel, PowerPoint and Outlook), JAC. Ability to work accurately under pressure and maintain a high standard of professionalism. Ability to work in a multi-disciplinary team with excellent interpersonal and communication skills. Capable of adapting to seamlessly fit into changing working environments. Appropriate knowledge of National and Provincial Health Policies, Medicines Act 101 of 1965, the Pharmacy Act 53 of 1974 and Public Finance Management Act. Appropriate clinical and pharmaceutical knowledge. Innovative analytical thinking and the ability to initiate, co-ordinate, manage and sustain programs. Appropriate knowledge of National and Provincial Health Policies and Pharmaceutical acts and laws. Appropriate knowledge of ARV treatment guidelines.

DUTIES

: Pharmaceutical service delivery including improving continuity of care within the Metro Health Ecosystem. Effective medicine supply management (procurement, storage, control and distribution of pharmaceuticals) including cold chain management in all areas where medications are kept. Quality assurance and clinical governance including rational medicine use, antibiotic stewardship and pharmacovigilance. Assist with corporate governance functions including financial control, implementation and evaluation of budgetary control measures, human resource management and development and information management. Ensure compliance with policy and legislative requirements and Good Pharmacy Practice Guidelines. Supporting the Chronic Dispensing Unit (CDU) and Community Orientated Primary Care (COPC) initiatives in SWSS. Continuation of managerial duties of the Pharmacy Supervisor when required, including attendance of meetings, staff and leave management and delegating duties and managing pharmaceutical services appropriately as per each facility/hospital's own unique dynamics. Mentoring of the PBPAs and Learners.

ENQUIRIES APPLICATIONS

: Ms C van Zyl Tel No: (021) 832-5252
: Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")

NOTE

: No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to do a practical test. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status).

CLOSING DATE

: 18 July 2025

POST 23/155

: **OPERATIONAL MANAGER NURSING (SPECIALITY: TRAUMA AND EMERGENCY)**
Chief Directorate Metro Health Services

SALARY CENTRE REQUIREMENTS

: R693 096 per annum
: Mitchell's Plain District Hospital
: Minimum educational qualification: Basic R425 qualification (i.e diploma / degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as Professional Nurse and Midwife. A post – basic qualification with a duration of at least 1 year accredited with the SANC in Medical and Surgical Nursing Science in Critical Care Nursing: Trauma and Emergency or Medical and Surgical Nursing in Critical Care Nursing: General. Registration with a Professional Council: Registration with the SANC as Professional Nurse and midwife. Experience: A Minimum of 9 years of appropriate / recognizable nursing experience after registration as a Professional Nurse with SANC in General nursing. At least 5 years of the period referred to above must be appropriate/recognizable experience in the specialty after obtaining the 1- year post basic qualification in Medical and Surgical Nursing Science: Critical Care Nursing: General or Medical and Surgical Nursing Science: Critical Care Nursing: Trauma and Emergency. Inherent requirement of the job: A Valid driver's license; Willingness to work shifts and

	after (weekends, public holidays and night duty). Competencies (knowledge/skills): Computer literacy (Ms. Word, Excel, PowerPoint, and Outlook). Knowledge of appropriate legislation, regulations and Departmental Policies. Knowledge of Hospital and Emergency Centre Triage information system (HECTIS) and South African Triage system (Basic Knowledge and experience in human resource management, labour relations, Financial and supply chain procurement processes.) The ability to promote quality patient care through the setting, implementation, and monitoring of standards. Effective communication, interpretation, leadership, execute discipline, decision-making and conflict resolution skills.
<u>DUTIES</u>	: Clinical governance - Provide leadership, supervision, and direction for the provision of safe and effective service delivery. Quality Assurance – develop and implement practice standards, protocols and indicators for quality improvement. Resource planning and management (human, health technology, financial and Physical resources). Information management and utilization of information technology – data collection Analysis and interpretation. Service delivery – facilitate effective unit management to achieve client's healthcare needs and service delivery targets as per Department, institution and unit Annual Operational plans: Health education and promotion. Promote and maintain constructive working relationships with all stakeholders. Liaise, network, customer care and negotiating with key customers.
<u>ENQUIRIES</u>	: Mr R Geswindt Tel No: (021) 377-4410
<u>APPLICATIONS</u>	: Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	: No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	: 18 July 2025
<u>POST 23/156</u>	: <u>OPERATIONAL MANAGER NURSING (SPECIALTY: MATERNITY)</u>
<u>SALARY</u>	: R693 096 per annum
<u>CENTRE</u>	: Southern Western Sub-structure Office, Retreat CHC
<u>REQUIREMENTS</u>	: Minimum educational qualification: BasicR425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as Professional Nurse. A post-basic nursing qualification with a duration of at least one year, accredited with the SANC in Advanced Midwifery and Neonatal Nursing Science. Inherent requirements of the job: Execute after hour and week-end duties. Experience: A minimum of 9 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience in the specific speciality after obtaining the one-year post basic qualification as mentioned above. Competencies (knowledge/skills): Principles of Management: supervisory, problem solving, conflict resolution and interpersonal skills. Leadership, communication skills and computer literacy Knowledge of Nursing legislation related legal and ethical nursing practices and framework. Labour relations legislation and relevant public sector policies and protocols. Human Resources and Financial Management. Mother Baby Friendly Hospital Initiative and appropriate knowledge in Advance Midwifery and Neonatal Nursing Science.
<u>DUTIES</u>	: Responsible for the co-ordination and delivery of quality nursing care within the department (Antenatal ward/Labour ward and Postnatal ward). Participate in formulation, monitoring and implementation of policies, guidelines, standards, procedures and regulations pertaining to nursing care within the Department. Provide effective support and management of human, material and financial resources. Manage staff performance, training and personal development of self and subordinates including management of underperformance and grievances. Collect, provide and use relevant information for the enhancement of service delivery. Participate in encourage nursing research.
<u>ENQUIRIES</u>	: Ms S Meyer Tel No: (021) 713 9741
<u>APPLICATIONS</u>	: Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	: No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	: 18 July 2025

<u>POST 23/157</u>	:	<u>ASSISTANT MANAGER NURSING: (HEAD OF NURSING)</u> Cape Winelands Health District
<u>SALARY</u>	:	R693 096 per annum
<u>CENTRE</u>	:	Ceres Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with a Professional Council: Registration with the SANC as a professional Nurse. Experience: A minimum of 8 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 3 years of the period referred to above must be appropriate/recognisable experience at management level. Inherent requirements of the job: Valid (Code B/EB) driver's licence and willingness to do standby and overtime duty for the hospital. Competencies (knowledge/ skills): Experience in change management, people management, conflict management, problem solving, negotiation, and strategic planning. Good organisational, interpersonal relations and communication skills (verbal and written). Expertise in quality improvement, infection prevention and control strategies and in-depth knowledge and application of Ideal Hospital. Computer literacy (MS Word, Excel and PowerPoint). Extensive knowledge and understanding of the District Health System/and health implementation thereof as well as experience in office administration, human resource management, financial management, supply chain and procurement processes.
<u>DUTIES</u>	:	Provide strategic leadership towards achieving goals and objectives in the Nursing Division through the implementation and monitoring of policies, regulations, professional practices, procedures and standards to achieve quality, holistic Nursing Care. Provide professional, technical and management support for the provision of quality patient care through effective and efficient management of Nursing care programs. Utilise information technology to manage health information for the enhancement of quality patient care. Manage and effective utilisation and supervision of human resources, finances and support services through the involvement of the multi-disciplinary team that ultimately promotes effective and efficient patient care. Coordinate the provision of effective training and research. Liaise with other organisations and role-players within the Witzenberg Sub-district to ensure appropriate service delivery.
<u>ENQUIRIES</u>	:	Dr ED Titus Tel No: (023) 316-9603
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. A practical test and a competency test will form part of the selection process. The pool of applicants will be considered for similar vacant posts within Ceres Hospital, Witzenberg Sub-district for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/158</u>	:	<u>OPERATIONAL MANAGER NURSING (PRIMARY HEALTH CARE) (X2 POSTS)</u> Garden Route District
<u>SALARY</u>	:	R693 036 per annum
<u>CENTRE</u>	:	Oudtshoorn Clinic (X1 Post) Toekomsrus Clinic (X1 Post)
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e., diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwife. Post-basic Nursing qualification with a duration of at least 1-year Diploma in Clinical Nursing Science: Health Assessment, Treatment and Care (R48) accredited with SANC. Registration with a Professional Council: Registration with the SANC as a Professional Nurse and Midwife. Experience: A minimum of 9 years of appropriate/recognizable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognizable experience after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirements of the job: Valid (Code B/EB) driver's licence and willingness to travel. Willingness to rotate between PHC clinics within the Sub-district. Competencies (knowledge/skills): Exposure to managerial functions in

		Primary Health Care Facilities. Good communication skills. Computer literacy (MS Office: Word, Excel and PowerPoint).
<u>DUTIES</u>	:	Effective integrated execution and management of all clinical programmes (i.e. Acute, Chronic, Woman and Child Health and TB/HIV/AIDS/STI). Effective management of Support Services which includes, Information Management with regards to data collection, verification, report writing and submission of data, Human Resources (supervision of staff, development and performance management), Finance and Supply Chain Management to ensure effective budgeting and control, control over infrastructure, maintenance and security. Liaise with relevant stakeholders. Effective communication with all levels of service delivery. Facilitation and implementation of COPC.
<u>ENQUIRIES</u>	:	Ms NC Jackson Tel No: (044) 203 - 7205
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. The pool of applicants will be considered for similar vacant posts within the Garden Route District for a period of 3 months from the date of the advert. Candidates will be subjected to a practical/ oral assessment.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/159</u>	:	<u>OPERATIONAL MANAGER NURSING (PRIMARY HEALTH CARE)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R693 036 per annum
<u>CENTRE</u>	:	Saxon Sea CDC
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwife. Post-basic nursing qualification with duration of at least 1-year Diploma in Clinical Nursing Science: Health Assessment, Treatment and Care accredited with the SANC (R48). Registration with a Professional Council: Registration with the SANC as Professional Nurse and Midwife. Experience: A minimum of 9 years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience in the specific speciality after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirement of the job: Valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Exposure to managerial functions in Primary Health Care Facilities and use of clinical equipment. In-depth knowledge of appropriate legislation, regulations and Departmental Policies. Knowledge of Human Resources; Financial guidelines, protocols and control of budget levels. Computer literacy (MS Office).
<u>DUTIES</u>	:	Operational management of a CDC (Leadership, internal and external governance). Integrated services delivery in rendering comprehensive health. Effective management of Support Services which includes, Information Management with regards to data collection, verification, report writing and submission of data, People Management (supervision of staff, development and performance management), Finance and Supply Chain Management. Quality management. Infrastructure, maintenance and facilities management.
<u>ENQUIRIES</u>	:	Ms L Appolis Tel No: (021) 202-0933
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/160</u>	:	<u>OPERATIONAL MANAGER NURSING GRADE 1 (GENERAL: NEW BEGINNINGS)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R549 192 per annum
<u>CENTRE</u>	:	Stikland Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Psychiatry. Registration with a Professional Council: Current registration with the SANC as a Professional Nurse and Psychiatry. Experience: A minimum of 7 years appropriate/recognisable experience in nursing after registration as

		Professional Nurse with the SANC in General Nursing. Inherent requirements of the job: A valid (Code B/EB) driver's licence. Willingness to work to work shifts, day/ night duty, public holidays, weekends as required. Competencies (knowledge/ skills): Good interpersonal, leadership, communication skills, strong sense of responsibility. The ability to function independently in a multidisciplinary team and the ability to direct the team to ensure good nursing care. Demonstrate an in-depth knowledge of nursing and public service legislation and knowledge of Human Resource and financial policies. Computer literacy (MS Word, Excel, PowerPoint and Outlook).
<u>DUTIES</u>	:	Provide leadership, management, governance and supervision of nursing services. Ensure the provision of optimal, holistic nursing care within the parameters of professional, legal and ethical practices. Effectively manage human and financial resources with emphasis on compliance of policies, practice and protocols. Ensure effective adherence to quality improvement strategies in the execution of quality nursing care and clinical governance. Provide effective management support to nursing services, hospital management including afterhours coverage and night duty.
<u>ENQUIRIES</u>	:	Ms S Fredericks Tel No: (021) 940-4424
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates will be subjected to a written/practical and oral assessment. The pool of applicants will be considered for other similar vacant posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/161</u>	:	<u>OPERATIONAL MANAGER NURSING (GENERAL): (SURGERY FEMALE WARD)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R549 192 per annum
<u>CENTRE</u>	:	Khayelitsha District Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with a Professional Council: Registration with the SANC as Professional Nurse (i.e. annual licencing receipt of 2025). Experience: A minimum of 7-years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Inherent requirements of the job: Willingness to work overtime, after hours hospital cover, weekends, and Public Holidays as required. Competencies (knowledge/skills): Knowledge of legal framework and regulations regarding nursing practice. Good leadership and people management skills. Maintain constructive relationships with members of the multidisciplinary teams. Computer literacy (Word, Excel, PowerPoint and Outlook). Basic financial management skills. Good communication (verbal and written) skills.
<u>DUTIES</u>	:	Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care. Coordinate and monitor the implementation of nursing care plan and evaluation thereof. Provide relevant health information to health care users to assist in achieving optimal health care and rehabilitation of patients. Maintain constructive working relationships with nursing and other stakeholders (i.e. inter-professional, inter-sectoral and multi-disciplinary teamwork). Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures. Manage and monitor proper utilization of human, financial and physical resources.
<u>ENQUIRIES</u>	:	Mr I Plaatjies Tel No: (021) 360-4421
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. The pool of applicants will be considered for similar vacant posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of the advert. Candidates will be subjected to a competency/practical and oral assessment.
<u>CLOSING DATE</u>	:	18 July 2025

<u>POST 23/162</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: TRAUMA AND EMERGENCY)</u> Chief Directorate: Rural Health Services
<u>SALARY</u>	:	Grade 1: R476 367 (PN-B1) per annum Grade 2: R583 989 (PN-B2) per annum
<u>CENTRE REQUIREMENTS</u>	:	Worcester Regional Hospital Minimum educational qualification: Basic R425 qualification (i.e. degree/diploma in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwife. A post-basic nursing qualification with a duration of at least 1-year accredited with SANC in Medical and Surgical Nursing Science: Critical Care Nursing: Trauma and Emergency or Medical and Surgical Nursing Science: Critical Care Nursing: General. Registration with a professional council: Registration with the SANC as Professional Nurse and Midwife. Experience: Grade 1: A minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 14 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period above must be appropriate/recognisable experience in the specific speciality after obtaining the 1-year post-basic qualification in Medical and Surgical Nursing Science: Critical Care Nursing: Trauma and Emergency or Medical and Surgical Nursing Science: Critical Care Nursing: General. Inherent requirements of the job: Ability to work shifts during the day and night, weekends and public holidays and overtime when required by supervisor. Competencies (knowledge/skills): Knowledge and understanding of nursing legislation and related legal and ethical nursing practices within a hospital environment. Critical thinking and good interpersonal skills. Excellent clinical skills – ability to diagnose and manage emergencies.
<u>DUTIES</u>	:	Provision of optimal, holistic specialised nursing care within the professional, ethical and legal framework and work as part of the multi-disciplinary team. Effective utilisation of all resources. Provide support to Nursing Services ensuring quality productivity. Maintain professional growth/ethical standards and self-development. Participation in training, including mentoring and research.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms S Vlok Tel No: (023) 348-1208 Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical test. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in the post basic qualification in: Medical and Surgical Nursing Science: Critical Care Nursing: Trauma and Emergency with the South African Nursing Council or Medical and Surgical Nursing Science: Critical Care Nursing: General. The pool of applicants will be considered for similar vacant posts within Worcester Regional Hospital for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/163</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: PSYCHIATRY, 72 HOUR ASSESSMENT WARD) (X2 POSTS)</u> Chief Directorate: Metro Health Service
<u>SALARY</u>	:	Grade 1: R476 367 per annum Grade 2: R583 989 per annum
<u>CENTRE REQUIREMENTS</u>	:	Mitchell's Plain District Hospital Minimum educational qualification: Basic R425 qualification (i.e. diploma / degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse with psychiatry. A Post basic nursing qualification with a duration of at least one year accredited with the SANC in Advanced Psychiatric Nursing Science. Registration with a Professional Council: Registration with SANC as a Professional Nurse and

Psychiatry. Experience: **Grade 1:** A minimum of 4 years appropriate / recognizable experience in nursing after registration as Professional nurse with the SANC in General Nursing. **Grade 2:** A minimum of 14 years appropriate / recognizable experience in nursing after registration as Professional nurse with the SANC in general nursing. At least 10 years of the above periods must be appropriate / recognizable experience in the specialty after obtaining the 1 year post basic qualification in Advanced Psychiatric Nursing Science. Inherent requirements of the job: Willingness to work shifts, day and night duty, weekends and public holidays to meet the operational requirements. Ability to work under pressure and in a multi-disciplinary team context. Competencies (knowledge/ skills): Ability to function/ make decisions independently as part of a multi-disciplinary team. Good communication, interpersonal, leadership and conflict resolution skills. Knowledge of major incident disaster plan. Computer skills (MS Office).

DUTIES : Provide safe and comprehensive care delivered to patients within the psychiatry unit. Provision of optimal, holistic specialized care with set standards within professional/legal framework. Ensure adherence to the principles of IPC practices in the psychiatry unit. Ensure accurate record keeping for statistical and legal purposes. Support and supervise students and subordinates in psychiatry. Effective utilization of human, material and physical resources.

ENQUIRIES : Mr R Geswindt Tel No: (021) 377-4410
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE : No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status) The pool of applicants will be considered for similar posts within the Department for a period of 3 months from date of advert. Candidates will be subjected to a written/ practical and oral assessment.

CLOSING DATE : 18 July 2025

POST 23/164 : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY NURSING: TRAUMA AND EMERGENCY OVERNIGHT WARD)**
 Chief Directorate: Metro Health Service

SALARY : Grade 1: R476 367 per annum

Grade 2: R583 989 per annum

CENTRE : Mitchell's Plain District Hospital

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. diploma / degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwife/ Accoucher. Post basic nursing qualification with a duration of at least one year in Medical and Surgical Nursing Science: Critical Care Nursing: Trauma and Emergency or Critical Care Nursing: General. Registration with a Professional Council: Registration with SANC as a Professional Nurse and Midwife/Accoucher. Experience: **Grade 1:** A minimum of 4 years appropriate / recognizable experience in nursing after registration as Professional nurse with the SANC in General Nursing. **Grade 2:** A minimum of 14 years appropriate / recognizable experience in nursing after registration as Professional nurse with the SANC in general nursing. At least 10 years of the above periods must be appropriate / recognizable experience in the specialty after obtaining the 1 year post basic qualification in Medical and Surgical Nursing: Critical Care: Trauma and Emergency or Critical Care Nursing: General. Inherent requirements of the job: Willingness to work shifts, day and night duty, weekends and public holidays to meet the operational requirements. Ability to work under pressure and in a multi-disciplinary team context. Competencies (knowledge/ skills): Demonstrate an in-depth understanding of nursing legislation and related and ethical nursing practices and how this impact on service delivery. Ensure that clinical nursing practice is rendered by the nursing team and promote quality of nursing care as directed by the professional scope of practice and standards. Effective interpersonal, leadership, organizational, decision making and conflict resolution skills. Demonstrate a good understanding of people

		management and financial policies and practices. Computer literacy (i.e. Ms. Word, Excel, PowerPoint and Outlook).
<u>DUTIES</u>	:	Provide safe and comprehensive care delivered to patients in trauma and emergency unit. Provision of optimal, holistic specialized care with set standards within professional/legal framework. Ensure adherence to the principles of IPC practices in the trauma and emergency unit. Ensure accurate record keeping for statistical and legal purposes. Support and supervise students and subordinates in trauma and emergency. Effective utilization of human, material and physical resources.
<u>ENQUIRIES</u>	:	Mr R Geswindt Tel No: (021) 377-4410
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status) The pool of applicants will be considered for similar posts within the Department for a period of 3 months from date of advert. Candidates will be subjected to a written/ practical and oral assessment.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/165</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY NURSING: OPERATING THEATRE) (X2 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R476 367 per annum Grade 2: R583 989 per annum
<u>CENTRE</u>	:	Groote Schuur Hospital, Observatory
<u>REQUIREMENTS</u>	:	Minimum educational qualification: A post basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in Medical and Surgical Nursing Science: Operating Theatre. Basic R425 (Degree/Diploma in nursing) or equivalent qualification that allows registration with SANC as Professional Nurse. Registration with a Professional Council: Registration with the SANC as Professional Nurse. Experience: Grade 1: A minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC. Grade 2: A minimum of 14 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in the specific speciality after obtaining the 1-year post-basic qualification in Medical and Surgical Nursing Science: Operating Theatre. Inherent requirements of the job: To work shifts including weekends, public holidays and night duty. To rotate to other units within the Operating theatre. Competencies (knowledge/ skills): Sound knowledge and understanding of nursing and health service-related acts, legislation, policies and practices. Problem solving, report writing, liaison and facilitation skills. Basic computer skills in MS Word, Excel, Outlook and use of Internet. Ability to stand for long hours and lift heavy equipment.
<u>DUTIES</u>	:	Participate in research and training and development. Provision of effective support to the Nursing Manager and maintain own professional growth and self-development. Practice within the realms of IPC, OHAS, Risk Management, Quality Assurance, GSH hospital protocols, procedures and policies. Utilise human, material and physical resources efficiently and effectively. Provide an optimal, holistic, specialised Nursing Care within set standards and within a professional, legal framework as a Professional Nurse in Operating Theatre.
<u>ENQUIRIES</u>	:	Ms J Watson Tel No: (021) 404-5161
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in the post-

		basic qualification in Medical and Surgical Nursing Science: Operating Theatre. The pool of applicants will be considered for similar vacant posts within Groote Schuur Hospital for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/166</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL)</u> Garden Route District
<u>SALARY</u>	:	Grade 1: R324 384 per annum Grade 2: R396 132 per annum Grade 3: R476 367 per annum
<u>CENTRE REQUIREMENTS</u>	:	Alan Blyth Hospital, Ladismith, Oudtshoorn & Kannaland Sub-district Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwife. Registration with a Professional Council: Registration with the SANC as a Professional Nurse and Midwife. Experience: Grade 1: None after registration as Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 10 years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Grade 3: A minimum of 20 years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirements of the job: Willingness to work shifts, night duty, overtime, public holidays and weekends. Valid (Code B/EB) driver's licence and willingness to travel. Ability to work in a team across the service platforms and willingness to rotate within the Sub-district to other facilities when needed. Competencies (knowledge/ skills): Effective verbal and written communication skills. Excellent communication with community and interpersonal communication skills. Knowledge of relevant legislation, policies including Health care 2030, Sustainable Development Goals, 1st 1000 days. Computer literate in Microsoft office programs.
<u>DUTIES</u>	:	Provide direction and supervision for the implementation of the nursing plan (clinical practice or 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 constructive working relationship with nursing and other stakeholders. Utilize human, material, and physical resources efficiently and effectively.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms A Laubscher Tel No: (028) 551-1010 Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within Garden Route District for a period of 3 months from date of advert. Candidates will be subjected to a practical/written assessment.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/167</u>	:	<u>ADMINISTRATIVE MANAGER (DENTAL ADMINISTRATION)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R468 459 per annum
<u>CENTRE</u>	:	Oral Health Centre, Tygerberg/Mitchell's Plain
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate three-year National Diploma or Degree. Experience: Appropriate experience in Finance/Accounting and Revenue Management. Appropriate experience in People Management, People Development and Employee Relations. Appropriate experience in Supply Chain Management. Appropriate experience in Information Management. Appropriate experience in management of Support and Technical Services. Inherent requirements of the job: A valid code B/EB

	driver's licence. Competencies (knowledge/ skills): Computer literacy in MS Office (Word, Excel, Power Point and Outlook). Knowledge of Persal/BAS/Logis/Clinicom. Thorough knowledge of relevant financial prescripts, departmental policies and procedures including accrual accounting.
<u>DUTIES</u>	: Management of People Management, People Development and Employee Relations. Provide/Analyse/Interpret information to ensure effective management. Effective management of the Finance and SCM component. Ensure well organized Revenue Management. Manage and oversee: Support and Technical Services, Information Management.
<u>ENQUIRIES</u>	: Ms L Cooper Tel No: (021) 937 3141
<u>APPLICATIONS</u>	: Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	: Candidates will be subjected to a practical test. Candidates will be subjected to a written/practical and oral assessment. The pool of applicants will be considered for other vacant similar posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	: 18 July 2025
<u>POST 23/168</u>	: <u>ASSISTANT DIRECTOR: HEALTH SUPPORT (CLINICAL POLICY & GOVERNANCE UNIT X1, EARLY LIFE COURSE UNIT X1)</u> Chief Directorate: Emergency and Clinical Services Support
<u>SALARY</u>	: R468 459 per annum
<u>CENTRE</u>	: Service Priorities Coordination
<u>REQUIREMENTS</u>	: Minimum educational qualification: Appropriate 3-year National Diploma/ Degree registrable with a South African Health Professional Body. Experience: Appropriate experience in public health management/programme development. Appropriate experience in community or primary health care services and management thereof. Inherent requirements of the job: Valid drivers' licence. Willingness to travel to the districts and national offices. Competencies (knowledge/ skills): Computer literacy. Project management skills. Analytical and problem-solving skills. Knowledge and application of regulations, policies, procedures and indicators relevant to health programmes. Understanding of the District Health System. Good written and communication skills.
<u>DUTIES</u>	: Manage and coordinate priority public health programmes and interventions. Develop and adapt policies, guidelines, and tools for planning, implementing and monitoring of a provincial public health programmes / intervention. Support and oversee the implementation of public health programme policy and strategies at the provincial level. Assess and evaluate public health programs as required, focusing on implementation status, service quality, program outcomes, and disease burden implications. Produce quarterly reports and annual reviews of health programmes. Participate as key member of the Service Priorities Coordination team and or Project teams to give effect to health system responses as required.
<u>ENQUIRIES</u>	: Ms NM Henney Tel No: (021) 815-8804
<u>APPLICATIONS</u>	: Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	: No payment of any kind is required when applying for this post. Candidates may undergo a Competency Based Assessment. The pool of applicants may be considered for other vacant Assistant Director: Health Support posts within the Chief Director Emergency & Clinical Services Support, for a period of 3 months from date of advert. Candidates will be subjected to a written/practical and oral assessment.
<u>CLOSING DATE</u>	: 18 July 2025
<u>POST 23/169</u>	: <u>ASSISTANT DIRECTOR: SUPPORT SERVICES</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	: R468 459 per annum
<u>CENTRE</u>	: Karl Bremer Hospital
<u>REQUIREMENTS</u>	: Minimum educational qualification: Appropriate three-year National Diploma or Degree. Experience: Appropriate experience in support services and facilities management. Inherent requirement of the job: A valid driver's licence (Code B/EB). Competencies (knowledge/ skills): Appropriate knowledge of the Treasury Regulations and Contract Management, PFMA, OHS and Public Service Acts. Appropriate knowledge of Physical Security management and

		CCTV control room practices. Appropriate knowledge of managing space, drawing up of various documents pertaining to maintenance of buildings and property management. Computer skills (MS Office, Excel and Word).
<u>DUTIES</u>	:	Provide efficient and effective leadership and management of the Support Services component and its resources. Manage Facility Management department of the Hospital which comprises of the following areas: Security (including CCTV Control room), Parking, Access Control, Telephone Exchange, Porters, Transport, Nurses Home, Property (Estate Management), Information Technology, Cleaning, Laundry and Hospital Grounds Team. Manage contracts under the component including security contract. Physical infrastructure, maintenance, upgrades and planning. Ensure relevant policy implementation and Compliance at the Hospital. Supervision and support to supervisor.
<u>ENQUIRIES</u>	:	Ms C. Cornelius Tel No: (021) 834 5897
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. The pool of applicants will be considered for other similar posts within the Chief Directorate: Metro Health Services for a period of 3 months from the date of the advert. Shortlisted Candidates will be subjected to a practical/written and oral assessment.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/170</u>	:	<u>EMS STATION MANAGER GRADE 3 TO 6</u> Chief Directorate: Emergency and Clinical Services Support
<u>SALARY</u>	:	Grade 3: R397 308 per annum Grade 4: R480 108 per annum Grade 5: R562 119 per annum Grade 6: R624 288 per annum
<u>CENTRE</u>	:	Emergency Medical Services, Overberg - Hermanus
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Grade 3: Successful completion of the Intermediate Life Support (ILS) that allows registration with the HPCSA as Ambulance Emergency Assistant (AEA). Grade 4: Successful completion of the Emergency Care Technician Course (ECT) that allows registration with the HPCSA as Emergency Care Technician (ECT). Grade 5: Successful completion of the Critical Care Assistant course (CCA) or National Diploma that allows registration with the HPCSA as a Paramedic. Grade 6: Successful completion of the B-Tech Degree that allows registration with the HPCSA as an Emergency Care Practitioner (ECP). Registration with a Professional Council: Grade 3: Registration with the Health Professions Council of South Africa as an AEA. Grade 4: Registration with the Health Professions Council of South Africa as an ECT. Grade 5: Registration with the Health Professions Council of South Africa as a Paramedic. Grade 6: Registration with the Health Professions Council of South Africa as an ECP. Experience: Grade 3: Minimum of 3 years experience after registration with the Health Professions Council of South Africa as Ambulance Emergency Assistant (AEA). Grade 4: Minimum of 3 years' experience within your current registration category with the Health Professions Council of South Africa as Emergency Care Technician (ECT). Grade 5: Minimum of 3 years experience after registration with the Health Professions Council of South Africa as a Paramedic. Grade 6: Minimum of 3 years experience after registration with the Health Professions Council of South Africa as Emergency Care Practitioner (ECP). Inherent requirement of the job: Valid code C1 driver's license. Current registration as an AEA, ECT, Paramedic or ECP. Valid Code 10 Professional driver's permit. Competencies (knowledge/skills): Good communication and interpersonal skills. Computer literacy in the MS Office package. Report writing skills. Excellent knowledge of all levels of emergency care protocols. Physical and mental fitness as an Emergency Services practitioner.
<u>DUTIES</u>	:	Manage pre-hospital Emergency Care Services within the geographic area and respond to incidents when required. Ensure that the maintenance of Emergency vehicles and equipment are managed effectively and efficiently. Maintain responsibility for the audit compliance with regards to Supply Chain Management and Human Resource matters, inclusive of the Station's budget allocation and facilitation of account payments for goods and services. Effectively manage and supervise staff in relation to the Human Resource and Labour Relations function. Ensure effective communication with regards to

	meetings, workshops, debriefs, compiling stats and report writing. Effective support to District Manager and act in management capacity when required.
<u>ENQUIRIES</u>	: Mr. J Jansen (District Manager – Garden Route) Tel No: (044) 802-2500
<u>APPLICATIONS</u>	: Applications are submitted online via www.westerncape.gov.za/health-jobs (click “online applications”).
<u>NOTE</u>	: No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	: 18 July 2025
<u>POST 23/171</u>	: <u>PHYSIOTHERAPIST GRADE 1 TO 3 (PRODUCTION)</u>
<u>SALARY</u>	: Grade 1: R397 233 per annum Grade 2: R463 941 per annum Grade 3: R543 099 per annum
<u>CENTRE</u>	: Red Cross War Memorial Children's Hospital, Rondebosch
<u>REQUIREMENTS</u>	: Minimum educational qualification: Appropriate qualification that allows for the required registration with the Health Professions Council of South Africa (HPCSA) as Physiotherapist. Registration with a professional council: Registration with the HPCSA as Physiotherapist. Experience: Grade 1: None after registration with the HPCSA as Physiotherapist. 1-year relevant experience after registration with the HPCSA as Physiotherapist in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Grade 2: A minimum of 10 years' relevant experience after registration with the HPCSA as Physiotherapist, in respect of SA qualified employees. A Minimum of 11 years' relevant experience after registration with the HPCSA as Physiotherapist in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Grade 3: A minimum of 20 years' relevant experience after registration with the HPCSA as Physiotherapist. A minimum of 21 years' relevant experience after registration with the HPCSA as Physiotherapist in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Inherent requirement of the job: Maintain HPCSA registration. Competencies (knowledge/skills): Ability to adhere to all departmental requirements and protocols. Ability to provide paediatric physiotherapy service independently and as part of a team. Ability to provide an afterhours on call service. Excellent report, clinical note and referral writing skills. Sound verbal and written communication skills. Good computer skills (MS Word, Excel and PowerPoint). Comply with National Core Standards requirements. Knowledge of prescription and issuing of Mobility Assistive Devices is advantageous. Good time management.
<u>DUTIES</u>	: Manage clinical service delivery to inpatients and outpatients in designated work areas. Oversee undergraduate and post graduate physiotherapy students and support their learning in designated clinical area. Support the training of other staff including healthcare professionals in designated areas. Participate on ward rounds and multidisciplinary meetings. Participate in personal, departmental and hospital in-service and training programs. Effective and Efficient Resource Management (e.g.) Stock taking and ordering of consumables. Provide relief duty in absence of the colleagues and provide support to supervisor. Provide an on-call afterhours service as per roster.
<u>ENQUIRIES</u>	: Mr S Rahim Tel No: (021) 658 5033 Sameer.Rahim@westerncape.gov.za
<u>APPLICATIONS</u>	: Applications are submitted online via www.westerncape.gov.za/health-jobs (click “online applications”).
<u>NOTE</u>	: The job contents as indicated in the advertisement might be adjusted in terms of the service needs. Shortlisted candidates may be subject to a practical test. No payment of any kind is required when applying for this post. “Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview.” This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for a change in registration status)”
<u>CLOSING DATE</u>	: 18 July 2025

<u>POST 23/172</u>	:	<u>ORAL HYGIENIST GRADE 1 TO 3 (DENTAL PERIODONTICS AND ORAL HYGIENE)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R397 233 per annum Grade 2: R463 941 per annum Grade 3: R543 099 per annum
<u>CENTRE REQUIREMENTS</u>	:	Oral Health Centre, Tygerberg/Mitchell's Plain Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa. Registration with a Professional Council: Registration with the HPCSA as an Oral Hygienist. Experience: Grade 1: None after registration as Oral Hygienist with the HPCSA in respect of SA qualified employees. 1-year relevant experience after registration as Oral Hygienist with a recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Grade 2: A minimum of 10 years appropriate experience as Oral Hygienist after registration with the HPCSA as Oral Hygienist in respect of SA qualified employees. A minimum of 11 years relevant experience after registration as Oral Hygienist with a recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Grade 3: A minimum of 20 years appropriate experience as Oral Hygienist after registration with the HPCSA as Oral Hygienist in respect of SA qualified employees. A minimum of 21 years relevant experience after registration as Oral Hygienist with a recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Inherent requirement of the job: Valid (Code B/EB) driver's licence. Competencies (knowledge/ skills): Appropriate experience in teaching and learning. Appropriate experience in research activities. Good Computer literacy (MS Word, Excel and Outlook). Good interpersonal skills and perform effectively as part of a multidisciplinary team. Professional ethics.
<u>DUTIES</u>	:	Learning and Teaching of undergraduate and postgraduate students. Administrative duties. Research and staff development. Service provision.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr P Brijlal Tel No: (021) 937-3126 Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates will be subjected to a written/practical and oral assessment. "Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)". The pool of applicants will be considered for other similar vacant posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/173</u>	:	<u>DIETICIAN GRADE 1 TO 3</u>
<u>SALARY</u>	:	Grade 1: R397 233 per annum Grade 2: R463 941 per annum Grade 3: R543 099 per annum
<u>CENTRE REQUIREMENTS</u>	:	Red Cross War Memorial Children's Hospital, Rondebosch Minimum educational qualification: Appropriate qualification that allows for the required registration with the Health Professions Council of South Africa (HPCSA) as Dietician. Registration: Registration with the HPCSA as a Dietician. Experience: Grade 1: None after registration with the HPCSA as Dietician. 1-year relevant experience after registration with the HPCSA as Dietician in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Grade 2: A minimum of 10 years' relevant experience after registration with the HPCSA as Dietician, in respect of SA qualified employees. A Minimum of 11 years' relevant experience after registration with the HPCSA as Dietician in respect

of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 3:** A minimum of 20 years' relevant experience after registration with the HPCSA as Dietician. A minimum of 21 years' relevant experience after registration with the HPCSA as Dietician in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Inherent requirements of the job: Willingness to work overtime. Competencies (knowledge/skills): Computer literacy. Extensive therapeutic nutrition knowledge to manage patients in tertiary facility. Adequate knowledge of paediatric nutritional products to determine appropriate nutritional prescription for patients within a tertiary setting. Good writing and communication skills. Proficiency in administrative systems and computer literacy skills. Good supervisory roles with extensive knowledge to provide necessary training.

DUTIES : Deliver comprehensive nutritional services to all patients at a tertiary level that includes screening, assessment, analysing diet, prescribing nutritional plan based on calculated nutritional requirements and ongoing monitoring to ensure that the nutrition plan is executed. Actively participate in clinical ward rounds and multidisciplinary team meeting discussions to ensure collaboration with all health professionals. Collaborate with all staff in hospital to ensure the nutritional plan is implemented. Counsel patients effectively on specialised nutrition related to their medical / surgical nutritional therapy. Provide appropriate referral procedures for patients qualifying for provincial programs and/or being transferred to other facilities. Contribute to Dietetic department administration functions to ensure effective service delivery. Support all forms of training as required in an academic facility. Participate in departmental quality improvement audits and ensure ongoing professional development to maintain high standards of Dietetic Department.

ENQUIRIES : Ms S Cader Tel No: (021) 658-5471 (Shihaam.Cader@westerncape.gov.za)
APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")

NOTE : No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)". The pool of applicants will be considered for other vacant similar posts within the Department of Health & Wellness, for a period of 3 months from date of advert. Candidates will be subjected to a written/practical and oral assessment.

CLOSING DATE : 18 July 2025

POST 23/174 : **RADIOGRAPHER GRADE 1 TO 3**
 Chief Directorate: Metro Health Services

SALARY : Grade 1: R397 233 per annum
 Grade 2: R463 941 per annum
 Grade 3: R543 099 per annum

CENTRE : False Bay Hospital
REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) in Diagnostic Radiography. Registration with a Professional Council: Registration with the HPCSA as a (Independent practitioner) Diagnostic Radiographer. Experience: **Grade1:** None after registration with the HPSCA in Diagnostic Radiography in respect of RSA qualified employees. One-year relevant experience after registration with the HPCSA in Diagnostic Radiography in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** 10 years relevant experience after registration with the HPCSA in Diagnostic Radiography in respect of RSA qualified employees. A minimum of 11 years' relevant experience after registration with the HPCSA in Diagnostic Radiography in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 3:** 20 years relevant experience after registration with the HPCSA in Diagnostic Radiography in respect of RSA qualified employees. Minimum of 21 years' relevant experience

	after registration with the HPCSA in Diagnostic Radiography in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Inherent requirements of the job: Will be required to perform after hour duties, including weekends and Public Holidays. Competencies (knowledge/ skills): Sound knowledge of Diagnostic Imaging techniques and equipment. Commitment to patient care and safety. Strong interpersonal and communication skills. Ability to work independently and as part of a multi-disciplinary team. Good Interpersonal Skills. Extensive knowledge of radiation protection and equipment safety. Basic Computer literacy.
<u>DUTIES</u>	: Produce diagnostic imaging of high-quality, while providing a patient centred Radiography service. Adhere to Radiation control guidelines and protocols. Provide optimal usage and care of equipment, adhere to Radiation Act and OHSA. Ensure optimal patient care and participate as part of a multidisciplinary team Assist with effective and efficient administration of the Department. Ensure the rational use of resources and equipment. Assist with training and quality assurance in the radiography department. Additional duties as required for service delivery. Provide support to Chief Radiographer.
<u>ENQUIRIES</u>	: Dr J. Porter Tel No: (021) 832-5209, Ms S. Bloch Tel No: (021) 832-5286
<u>APPLICATIONS</u>	: Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	: No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)". Candidates will be subjected to a written/practical and oral assessment.
<u>CLOSING DATE</u>	: 18 July 2025
<u>POST 23/175</u>	: <u>DIETICIAN GRADE 1 TO 3</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	: Grade 1: R397 233 per annum Grade 2: R463 941 per annum Grade 3: R543 099 per annum
<u>CENTRE</u>	: Brackengate Transitional Care Facility
<u>REQUIREMENTS</u>	: Minimum educational qualification: Appropriate qualification that allows registration with the HPCSA (Health Professions council of South Africa) as a Dietician. Registration with a Professional Council: Registration with the HPCSA as a Dietician. Experience: Grade 1: None after registration with the HPCSA in respect of RSA-qualified employees. 1-year relevant experience after registration with the HPCSA as a Dietician in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa. Grade 2: A minimum of 10 years relevant experience after registration with the HPCSA as a Dietician in respect of RSA-qualified employees. A minimum of 11 years relevant experience after registration with the HPCSA as a Dietician in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa. Grade 3: A minimum of 20 years relevant experience after registration with the HPCSA as a Dietician in respect of RSA-qualified employees. A minimum of 21 years relevant experience after registration with the HPCSA as a Dietician in respect of foreign qualified employees, of whom it is not required to perform community service as required in South Africa. Inherent requirements of the job: Willingness to work as a Dietician within the multidisciplinary team at a transitional care facility. Competencies (knowledge/ skills): Good interpersonal skills, leadership and communication skills. Computer literacy (MS Word, Excel, and Power Point). Knowledge of applicable health legislation, relevant Acts and Public Service Policies and Procedures. Good problem solving, interpersonal and communication skills. Appropriate, clinical experience as a Dietician in an acute hospital or rehabilitative environment. Ability to work independently and under pressure. Ability to problem solve, organise and prioritize patient treatment/discharge plans.

<u>DUTIES</u>	:	To deliver a comprehensive Dietetic Service to clients (patients) inclusive of the promotion of optimal growth and development, provision of optimal nutritional care. Support in the management and prevention of disease related illness, provide support to the food service Manager / Supervisor for specialised nutritional needs and effectively manage resource for provisioning of Dietetic Services. Assessment and treatment of patients that is referred to Brackengate Intermediate Care Facility with nutritional needs in the medical, post-surgical, rehabilitative, TB and palliative wards. Be responsible for administration related to patient care as well as departmental administration. Management of financial resources and assets in allocated work area. Effective support in the multidisciplinary context and to the management team.
<u>ENQUIRIES</u>	:	Mr E Smith Tel No: (021) 834-5848
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates will be subjected to a written/practical and oral assessment. "Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)". The pool of applicants will be considered for other similar vacant posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/176</u>	:	<u>SENIOR STATE ACCOUNTANT: FINANCIAL ACCOUNTING (X2 POSTS)</u> Directorate: Financial Accounting
<u>SALARY</u>	:	R397 116 per annum
<u>CENTRE</u>	:	Head Office, Cape Town
<u>REQUIREMENTS</u>	:	Minimum educational qualification: An appropriate three-year National Diploma/Degree in Accounting/Auditing. Experience: Appropriate experience in an accounting environment and preparation of financial statements. Appropriate Knowledge of BAS, LOGIS and support systems will be an added advantage. Inherent requirements of the job: A valid code B/EB driver's licence and willingness to travel. Competencies (knowledge/skills): Extensive knowledge of the compilation of Financial Statements. Advanced computer literacy in Microsoft Office applications (Excel spread sheets, report writing and drafting of Word documents, MS PowerPoint presentations), Analytical and presentation skills. Knowledge of accounting principles and Accrual Accounting. Knowledge of Modified Cash Standard (MCS) and/or Generally Recognised Accounting. Practice (GRAP) Standards and/or International Financial Reporting Standards (IFRS).
<u>DUTIES</u>	:	Responsible for the review and consolidation of financial inputs used in the compilation of Annual and Interim Financial Statements of the Department of Health. Maintain Head Office disclosure notes Audit File. Analyse and advise on changes in the Departmental Financial Reporting Framework Guide relating to relevant disclosure notes. Analyse and advise in respect of the relevant Accounting Standards. Consolidate disclosure note inputs. Check and verify monthly Disclosure Note Reporting. Compile and develop procedures and policies iro AFS/IFS requirements. Answering Audit enquiries. Human Resource Management and Monitoring.
<u>ENQUIRIES</u>	:	Ms L Mars Tel No: (021) 483-4209
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	Short-listed candidates may be required to do a computer literacy test and presentation as part of the evaluation process. No payment of any kind is required when applying for the post.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/177</u>	:	<u>SENIOR ADMINISTRATIVE OFFICER: SUPPORT SERVICES</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R397 116 per annum

<u>CENTRE REQUIREMENTS</u>	:	Lentegeur Hospital
	:	Minimum educational qualification: Appropriate 3-year National Diploma or Degree. Experience: Appropriate experience in a Support Services environment. Appropriate supervisory experience. Appropriate experience in maintenance of buildings, equipment and machinery. Inherent requirement of the job: Valid driver's licence (Code B/EB). Competencies (knowledge/skills): Ability to draft and implement standard operating procedures. Ability to draft service level agreements and contracts. Appropriate knowledge in project management. Appropriate knowledge of the Treasury Regulations and Contract Management, PFMA, OHS and Public Service Acts. Appropriate knowledge of Western Cape Government maintenance protocols. Knowledge of Logis and SCM procedures. Computer skills (MS Office, Excel and Word). Knowledge of support services management or facilities management.
<u>DUTIES</u>	:	Promote and maintain acceptable standards of quality of services delivered by the Support Service components (Transport, Laundry, Mortuary, Estate Management, Switchboard, Cleaning, Waste, Grounds, Messenger Services). Effective control of maintenance and capital works of buildings and equipment of institution. Optimum utilisation and supervision of human and other resources within Support Services. Ensure effective and efficient contract management. Ensure relevant policy implementation and compliance (Occupational Health & Safety, Ideal Hospital Framework, regulated norms & standards, etc.) at the Hospital. Support to supervisor.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr S Mullins Tel No: (021) 370-1356
	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates will be subjected to a written/practical and oral assessment. The pool of applicants will be considered for other similar vacant posts within the Chief Directorate: Metro Health Services, for a period of 3 months from the date of advert.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/178</u>	:	<u>SENIOR ADMINISTRATIVE OFFICER: FINANCE (SUPPLY CHAIN MANAGEMENT)</u> Directorate: Supply Chain Management
<u>SALARY CENTRE REQUIREMENTS</u>	:	R397 116 per annum
	:	Head Office, Cape Town
	:	Minimum educational qualification: Appropriate 3-year National Diploma or Degree. Experience: Appropriate Supervisory experience in Acquisition and Procurement, Asset Management, Stores, Contract Management (SCM), Expenditure Management, Assets and Liabilities (Finance), Transport and People Management. Inherent requirement of the job: A valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Knowledge of the PFMA, as well as Treasury Directives and Legislation pertaining to Supply Chain Management, Transport and Finance. Knowledge and experience of LOGIS and BAS system. Knowledge and experience in SCM, Finance and Transport, Good communication skills. Computer literacy (MS Word, Excel, PowerPoint).
<u>DUTIES</u>	:	Management of Supply Chain Functions, Finance Functions, and Transport Functions. Management of Stores. Financial Data Management. Human Resource Management. Supervision of Personnel. Reporting, SCM, Finance, Transport.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms P Dyakophu Tel No: (021) 918-1474
	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/179</u>	:	<u>SENIOR ADMINISTRATIVE OFFICER: SUPPLY CHAIN MANAGEMENT</u> Chief Directorate: Metro Health Services
<u>SALARY CENTRE REQUIREMENTS</u>	:	R397 116 per annum
	:	Lentegeur Hospital
	:	Minimum educational qualification: Appropriate three-year National Diploma or Degree. Experience: Appropriate experience in Supply Chain Management Environment within a health environment, that focuses on the Key Performance Areas of the Post, procurement of goods and services, warehouse management and asset management. Appropriate LOGIS and EPS

	experience. Appropriate supervisory experience. Competencies (knowledge/skills): Appropriate knowledge & practical experience in LOGIS, ESL, EPS. Appropriate knowledge of relevant financial prescripts, departmental policies, delegations & procedures. Computer literacy in Microsoft Office.
<u>DUTIES</u>	: Responsible for overall management of all Supply Chain Management functions and ensure the effective and efficient application of procurement policies and processes, Demand, Acquisition, Contract, Logistics, Asset and Disposal Management. Inventory control and warehouse management. System Management including ensuring system controller functions and approver duties on EPS. Accurate and timeous preparation of reports and assist with the compilation of the Annual and Interim Financial Statements. Manage all people management related functions within the component. Support supervisor in executing the hospital's strategic objectives.
<u>ENQUIRIES</u>	: Mr M Mdodeni Tel No: (021) 370-1125
<u>APPLICATIONS</u>	: Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	: No payment of any kind is required when applying for this post. Candidates will be subjected to a written/practical and oral assessment. The pool of applicants will be considered for other similar vacant posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	: 18 July 2025
<u>POST 23/180</u>	: <u>SENIOR ADMINISTRATIVE OFFICER: LABOUR RELATIONS AND HUMAN RESOURCE DEVELOPMENT</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	: R397 116 per annum
<u>CENTRE</u>	: Lentegour Hospital
<u>REQUIREMENTS</u>	: Minimum educational qualification: Appropriate 3-year National Diploma or Degree. Experience: Appropriate experience in facilitating grievance and disciplinary procedures. Appropriate experience in Labour Relations. Appropriate experience in Human Resource Development & Training. Inherent requirement of the job: Valid Driver's licence and willingness to travel between facilities. Willingness to work overtime when required. Competencies (knowledge/skills): Computer skills (MS Office, Excel and Word). Ability to interpret labour legislation, policies and procedures. Ability to work under pressure and meet deadlines. Excellent report writing, presentation, negotiation, conflict management and research skills. Knowledge of Labour Relations and training standards and prescripts. Knowledge of and application of applicable human resource policies and circulars.
<u>DUTIES</u>	: Case management with regards to disciplinary and grievance matters. Consult and advise Line Managers on Labour Relations procedures and interventions. Facilitating the training & development of staff in respect of Labour Relations. Provide advice and support with regards to labour relations matters. Conduct investigations (misconduct, queries, and disputes). Render advice on misconduct and grievance matters. Facilitate the effective functioning of the IMLC at institution level. Draft submissions for mandates and represent the employer in disciplinary hearings. Provide appropriate Labour Relations training to all employees. Compilation of Labour Relations statistics and implementation of appropriate interventions. Assist with the development, implementation and evaluation of the WSP in the absence of SAO: HRD. Assist with the drafting of the Annual Training Report (ATR) against the approved WSP.
<u>ENQUIRIES</u>	: Mr DM Rensburg Tel No: (021) 370 1414
<u>APPLICATIONS</u>	: Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	: No payment of any kind is required when applying for this post. Candidates will be subjected to a written/practical and oral assessment. The pool of applicants will be considered for other similar vacant posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	: 18 July 2025
<u>POST 23/181</u>	: <u>ADMINISTRATIVE OFFICER: SUPPORT SERVICES (ENGINEERING)</u>
<u>SALARY</u>	: R325 101 per annum
<u>CENTRE</u>	: Groote Schuur Hospital, Observatory

<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate hospital administrative experience. Competencies (knowledge/skills): Extensive knowledge of policies, procedures, practices relevant to Hospital Engineering Administration. Ability to work in a team. Computer skills.
<u>DUTIES</u>	:	Perform office support functions to the Engineering managers. Render administrative support in terms of all HR related documentation. Supervision of staff. Compile and manage engineering databases, as well engineering stats wrt Utility and 3rd Party accounts. Carry out departmental audits as required (i.e. Ideal Hospital, Office of Health Standards Compliance, Inventory Control).
<u>ENQUIRIES</u>	:	Ms D Kombol Tel No: (021) 404-3261
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates will be subjected to a competency test.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/182</u>	:	<u>ADMINISTRATIVE OFFICER: INFORMATION MANAGEMENT</u> Cape Winelands Health District
<u>SALARY</u>	:	R325 101 per annum
<u>CENTRE</u>	:	Cape Winelands TB Centre
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in Patient Administration, Information Management and Hospital Information Systems. Inherent requirements of the job: Valid (Code B/EB) driver's licence and willingness to travel. Competencies (knowledge/skills): In depth Knowledge of Data and Information Management linked to the various Hospital Information Systems used. Computer literacy in MS Package. Practical workable knowledge of Clinicom, HealthBI, Sinjani, PHCIS, National and Provincial Indicators and related Hospital Information Systems. The ability to interpret and analyse management reports as well as excellent report writing skills.
<u>DUTIES</u>	:	Ensure timely, accurate collection, validation, and reporting of all facility health data to support effective decision-making. Manage patient registration, records filing, and data capture to maintain accurate, confidential, and accessible medical information. Identify, organize, and conduct training programs to enhance staff competence in health information systems and protocols Providing technical support in terms of hardware and related systems to end-users, including training of users on Clinicom and various related Health Information Systems. Ensuring the Hospital Operational needs are met in terms of IT related Systems, Hardware and Network Infrastructure. Oversee administrative functions and supervise staff to ensure efficient and compliant health information office operations. Assist supervisors with administrative tasks and act as relief to maintain uninterrupted management and operational continuity.
<u>ENQUIRIES</u>	:	Ms A Saayman Tel No: (023) 348-1391
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. The pool of applicants will be considered for similar vacant posts within Cape Winelands TB Centre for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/183</u>	:	<u>PERSONNEL PRACTITIONER (HUMAN RESOURCE MANAGEMENT)</u> Cape Winelands Health District
<u>SALARY</u>	:	R325 101 per annum
<u>CENTRE</u>	:	Cape Winelands District Office
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience of PERSAL, Salary Administration, Personnel Administration. Appropriate experience in all aspects of personnel and salary Administration (Incl HR Audits). Inherent requirements of the job: A valid driver's licence and willingness to travel within the district. Competencies (knowledge/skills): Computer skills in MS Office (Word, Excel, PowerPoint). Working knowledge of PERSAL. Knowledge of applicable HR legislation, prescribes, regulations, policies and procedures.

<u>DUTIES</u>	:	Manage all Human Resource related functions within the Human Resources component within the district office and throughout the district. Supervise Administration Clerks to ensure effective functioning of the Personnel Salary Administration Section. Conduct HR audits and ensure effective and efficient implementation of Human Resource Management policies and prescripts. Approve PERSAL transactions. Capacity building of HR staff, supervisors and other personnel. Administration of PILIR. Provide support to all Sub District HR offices.
<u>ENQUIRIES</u>	:	Mr DW September Tel No: (023) 348-8100
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical test as part of the interview process. The pool of applicants will be considered for similar vacant posts within Cape Winelands District Office for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/184</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL)</u> Central Karoo District
<u>SALARY</u>	:	Grade 1: R324 384 per annum Grade 2: R396 132 per annum Grade 3: R476 367 per annum
<u>CENTRE</u>	:	Central Karoo District Chronic Medicine (Stationed at Murraysburg Hospital)
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwife. Registration with a Professional Council: Registration with the SANC as a Professional Nurse and Midwife. Experience: Grade 1: None after registration as Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 10 years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Grade 3: A minimum of 20 years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirement of the job: Willingness to work shifts, including weekends, public holidays, night shifts and to work at other clinics in the Sub-district when needed. Valid (Code B/EB) driver's licence and willingness to travel. Competencies (knowledge/skills): Basic skills in MS Word. The ability to function independently under pressure. Knowledge of Nursing Practice, Infection Prevention Control, control measures and practices. Excellent communication skills (both written and verbal).
<u>DUTIES</u>	:	Provide direction and supervision for the implementation of the nursing plan (clinical practice or 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 constructive working relationships with nursing and other stakeholders. Utilize human, material, and physical resources efficiently and effectively.
<u>ENQUIRIES</u>	:	Mr F Fass Tel No: (049) 844-0142
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within Central Karoo District for a period of 3 months from date of advert. Candidates will be subjected to a practical/written assessment.
<u>CLOSING DATE</u>	:	18 July 2025

<u>POST 23/185</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL NURSING) (X14 POSTS)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R324 384 per annum Grade 2: R396 132 per annum Grade 3: R476 367 per annum
<u>CENTRE</u>	:	Greenpoint CDC (X1 Post) Du Noon CHC (X1 Post) District Six CDC (X3 Posts) Hout Bay CDC (X2 Posts) Lotus River CDC (X3 Posts) Southern Western Sub-structure (X4 Posts)
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwife/Accoucheur. Registration with a Professional Council: Registration with the SANC as Professional Nurse and Midwife. Experience: Grade 1: None. Grade 2: A minimum of 10 years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. Grade 3: A minimum of 20 years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. Inherent requirements of the job: A Valid (Code B/EB) Driver's License. Must be willing to travel and assist at other clinics within the Substructure. Willingness to work shifts, night shift and overtime when required. Competencies (knowledge/ skills): Knowledge of Nursing Care processes and procedures Nursing Act. Problem-solving and decision-making. Report writing skills. Health promotion and team building. Good communication and interpersonal skills.
<u>DUTIES</u>	:	Provide direction and supervision for the implementation of quality comprehensive nursing care within the Primary Health Care context. Maintain ethical practices within legal and regulatory frameworks. Maintain a constructive working relationship with all relevant stakeholders of the Primary Health Care team. Utilize human, material and physical resources efficiently and effectively. Participate in training programmes and research activities. Maintain workplace disciplinary of sub-ordinates.
<u>ENQUIRIES</u>	:	Ms G Jones Tel No: (021)703-3131 (Lotus River CDC) Ms N Beukes Tel No: (021) 833-5400 (District Six CDC) Mr R Hall Tel No: (021) 200 4500 (Du Noon CHC) Ms T Ahjam Tel No: (021) 790-1050 (Hout Bay CDC) Ms D Poole Tel No: (021) 202 0944 (Southern Western Sub-structure)
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for other vacant Professional Nurse General posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert. Candidates will be subjected to a written/practical and oral assessment.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/186</u>	:	<u>PHARMACIST'S ASSISTANT (POST BASIC) (INSTITUTIONAL): GRADE 1 TO 3</u> Chief Directorate: Cape Winelands District
<u>SALARY</u>	:	Grade 1: R264 750 per annum Grade 2: R306 411 per annum Grade 3: R330 540 per annum
<u>CENTRE</u>	:	Worcester CDC and PHC clinics
<u>REQUIREMENTS</u>	:	Minimum educational qualification: As required by the training facility and the South African Pharmacy Council (SAPC) plus a Post-Basic Pharmacist

	Assistant qualification that allows registration with the SAPC as a Pharmacist Assistant (Post-Basic) (Institutional). Registration with a Professional Council: Current registration with the SAPC as a Pharmacist Assistant (Post Basic) (Institutional). Experience: Grade 1: None after registration as Pharmacist's Assistant (Post Basic) with the SAPC. Grade 2: A minimum of 5 years' appropriate experience as Pharmacist Assistant after registration as a Pharmacist Assistant (Post-Basic) (Institutional). with the SAPC Grade 3: A minimum of 13 years' appropriate experience as Pharmacist Assistant after registration as a Pharmacist Assistant (Post-Basic) (Institutional). with the SAPC. Inherent requirements of the job: Valid (Code B/EB) driver's licence. Willingness to perform regular after-hours duties. Willingness to travel between PHC facilities in the BVSD and provide relief as Pharmacist's Assistant (Post Basic). Competencies (knowledge/ skills): Computer literacy (MS Office: Word, Excel, PowerPoint and Outlook). Ability to work accurately under pressure and maintain a high standard of professionalism. Ability to work in a multi-disciplinary team with excellent interpersonal and communication skills. Appropriate knowledge of National and Provincial Health Policies, Medicines Act 101 of 1965, the Pharmacy Act 53 of 1974 and Public Finance Management Act. Appropriate clinical and pharmaceutical knowledge. Innovative analytical thinking and the ability to initiate, co-ordinate, manage and sustain programs.
<u>DUTIES</u>	: Pharmaceutical service delivery according to legislation and scope of practice. Effective medicine supply management (Receiving, storage, control and distribution of pharmaceuticals) including cold chain management in all areas where medications are kept. Provision of health information, adherence counselling and advice on correct usage and storage of medication. Assistance with waste management and rational usage of resources. Compliance with policy and legislative requirements and Good Pharmacy Practice Guidelines. Assistance with the Chronic Dispensing Unit (CDU) processes.
<u>ENQUIRIES</u>	: Ms N Mbila Tel No: (023) 814-0290
<u>APPLICATIONS</u>	: Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	: No payment of any kind is required when applying for this post. Candidates may be subjected to a practical test. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). Pharmacist Assistants who do not comply with registration in the advertised category may apply on condition that registration in the required category is obtained within 12 months. The appointment will be subject to a 12-month probationary period. -Should the employee not meet the conditions of their appointment within the agreed timeframes, the probationary period may be extended, or the employee may be dismissed. The pool of applicants will be considered for similar vacant posts within Breede Valley Sub-district for a period of 3 months from date of advert."
<u>CLOSING DATE</u>	: 18 July 2025
<u>POST 23/187</u>	: <u>ADMINISTRATION CLERK: SUPPLY CHAIN MANAGEMENT (ASSET MANAGEMENT)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	: R228 321 per annum
<u>CENTRE</u>	: Mowbray Maternity Hospital
<u>REQUIREMENTS</u>	: Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics or Accountancy as passed subject and/or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KRA's) of the post. Experience: Appropriate experience in Asset Management in a health care environment. Inherent requirement of the job: Ability to work in a physically demanding environment. Competencies (knowledge/skills): Knowledge of LOGIS, EPS system and Asset Management functions. Knowledge of the PFMA, Treasury Directives and Legislation pertaining to Asset Management work environment. Good interpersonal and communication skills. Computer literacy (MS Word, Excel, PowerPoint).

<u>DUTIES</u>	:	Conduct asset count, verification and ad-hoc inspections. Ensure the disposal of redundant obsolete and unserviceable items in accordance to the existing prescripts. Ensure the barcoding and tracking of assets. Maintain the master asset register. Perform tasks related to procurement administration such as inviting of quotes and supply of equipment (Assets). Provide administrative support to supervisor.
<u>ENQUIRIES</u>	:	Ms N Mzukwa Tel No: (021) 659-5559
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates will be subjected to a written/practical and oral assessment. The pool of applicants will be considered for other similar vacant posts within the Chief Directorate: Metro Health Services for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/188</u>	:	<u>ADMINISTRATION CLERK: WARDS</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R228 321 per annum
<u>CENTRE</u>	:	Mowbray Maternity Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior (or equivalent) Certificate. Experience: Appropriate experience in a hospital and/or Community Health Centre environment that focuses on the Key Performance Areas (duties) of the post. Inherent requirements of the job: Willingness to work overtime, work shifts which include night duty, weekends and public holidays. Willingness to rotate between departments as needed. Competencies (knowledge/skills): Computer literacy.
<u>DUTIES</u>	:	Accurate patient assessments and patient admissions on Clinicom system. Complete patient discharge documentation and system discharges. Ensure timeous and accurate collection and submission of statistics. Accurate collection and safekeeping of state money and patient valuables. File patient clinical notes and laboratory results in folders. Monitoring and ordering of inventory. Attend to patient queries (verbal and written).
<u>ENQUIRIES</u>	:	Ms Z Dalwai Tel No: (021) 659 5570
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates will be subjected to a written/practical and oral assessment. The pool of applicants will be considered for similar vacant posts within the Chief Directorate: Metro Health Services for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/189</u>	:	<u>ADMINISTRATION CLERK: SUPPORT (MEDICAL AND ANCILIARY) (MEDICO-LEGAL/QUALITY ASSURANCE)</u> Chief Directorate: Rural Health Services
<u>SALARY</u>	:	R228 321 per annum
<u>CENTRE</u>	:	Worcester Regional Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent). Inherent requirement of the job: Work overtime on short notice. Willingness to assist in case of emergencies / mass incidents if needed. Experience: Appropriate experience in a medical administration environment. Competencies (knowledge/skills): Computer literacy (MS Word, Excel, Power Point). Knowledge of POPI, POPIA and PAIA Acts and procedures, excellent interpersonal skills, excellent communication skills as well as good telephone etiquette, problem solving skills and conflict management. Trustworthiness, ability to handle all information with confidentiality, be able to do innovative thinking, work independently and under pressure.
<u>DUTIES</u>	:	Handling of all enquiries from internal and external stakeholders, answering of telephones, typing of letters and referral of enquiries. Administrative duties, filing and drawing of folders, accurate recordkeeping, electronic filing systems, patient records management and data capturing, reporting and report writing. Assisting with insurance verification and billing processes. Organizing and managing case files, including documents, evidence and handling of Forensic and SAPS matters. Identification and reporting of risks to supervisor. Human resources duties.
<u>ENQUIRIES</u>	:	Ms S Nieuwoudt Tel No: (023) 348-6455

<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical test. The pool of applicants will be considered for similar vacant posts within Worcester Regional Hospital for a period of 3 months from the date of advert.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/190</u>	:	<u>ADMINISTRATION CLERK: HUMAN RESOURCES MANAGEMENT (PEOPLE MANAGEMENT)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R228 321 per annum
<u>CENTRE</u>	:	Mitchell's Plain District Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience regarding the Personnel administration. Competencies (knowledge/ skills): Good computer (MS Word and Excel), numeracy and mathematical skills. Good interpersonal skills and the ability to work in a team context. Knowledge of the Human Resource prescripts in the Public Service. Previous personnel administration experience will be advantageous. Ability to function under pressure and meet deadlines.
<u>DUTIES</u>	:	Effectively handle all personnel matters, such as salaries, pension, appointments, resignations, transfers, leave and other allowances on PERSAL. Assist staff, colleagues, supervisors, management and members of the public with regards to all Human Resources and Personnel matters. Assist with all other administrative functions in the personnel component. Handle a variety of personnel, written and telephonic enquiries. Audit personnel, pension and leave files. Variety of clerical duties including filing. Responsible for capturing transaction on PERSAL.
<u>ENQUIRIES</u>	:	Ms CC Johnson Tel No: (021) 377-4499
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	Candidates may be subjected to a competency test. No payments of any kind is required when applying for this post. As directed by the Department of Public Service and Administration, applicants must note that further checks will be conducted once they are shortlisted and that their appointment is subject to positive outcomes on these checks, which include security clearance, qualification, verification, criminal records and previous employment.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/191</u>	:	<u>ADMINISTRATION CLERK: SUPPORT (MEDICO LEGAL SERVICES)</u>
<u>SALARY</u>	:	R228 321 per annum
<u>CENTRE</u>	:	Red Cross War Memorial Children's Hospital, Rondebosch
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Grade 12/Senior Certificate. Experience: Appropriate computer and typing experience. Appropriate office administration experience. Appropriate experience in client care. Competencies (knowledge/skills): Good written and verbal communication skills. Proven ability to produce and organize formal documents, spreadsheets as well as manage emails, email responses and electronic calendars. Excellent interpersonal, time management and filing skills. Ability to plan, organize and execute office responsibilities. Ability to meet deadlines. Ability to take minutes and write reports. Minute taking skills. Strong sense of initiative, prioritization and precision and ability to work independently. Good Computer literacy in (MS Word, Excel and Outlook).
<u>DUTIES</u>	:	Deliver high quality effective and efficient administrative support, reception and medico legal service. Effectively provide typing and computer service. Office management and professionally liaise with external and internal clients. Create and maintain register, database management and electronic management of records. Request patient folders. Process client/patient requests and prepare documents for completion by clinical staff. Follow up on the progress of client requests. Ensure timeous submission of statistical data, as well as collate and compile monthly report and statistical data. Provide assistance to Medical Managers and Chief Executive Officer.
<u>ENQUIRIES</u>	:	Dr M Salie Tel No: (021) 658-5383
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")

<u>NOTE</u>	:	Shortlisted candidates will be subjected to a practical test. No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/192</u>	:	<u>ADMINISTRATION CLERK: INFORMATION MANAGEMENT</u> Central Karoo District
<u>SALARY</u>	:	R228 321 per annum
<u>CENTRE</u>	:	Beaufort West Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in Information Management in a health environment. Inherent requirements of the job: Valid (Code B/EB) driver's license and willingness to travel. Competencies (knowledge/ skills): Appropriate knowledge of information management systems (/Ideal Clinic/CLINICOM/Sinjani/ HECTIS). Computer literacy (Ms Office: Word, Excel, and PowerPoint). Good communication and interpersonal skills. Ability to function independently and within a team environment.
<u>DUTIES</u>	:	Responsible for data management, i.e. collection, collation, capturing and reporting. Perform an administrative role as a member of the information management team. Office administration with regards to filing processes, telephonic enquiries and drafting of letters. Assist with data management quality monitoring. Participate in health information coordinating activities and maintain data retrieval efficiency.
<u>ENQUIRIES</u>	:	Mr O Sceffers Tel No: (023) 414 - 8200
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Short-listed candidates will be subjected to a computer literacy test. The pool of applicants will be considered for similar vacant posts within the Central Karoo District for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/193</u>	:	<u>ADMINISTRATION CLERK: SUPPLY CHAIN MANAGEMENT (X2 POSTS)</u> Cape Winelands Health District
<u>SALARY</u>	:	R228 321 per annum
<u>CENTRE</u>	:	Robertson Hospital (X1 Post) Montagu Hospital (X1 Post)
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accountancy as a passed subject. Experience: Appropriate experience of Asset Management and Warehousing within the public or private environment. Working experience in Procurement (Electronic Procurement System). Inherent requirement of the job: Willingness to rotate within Supply Chain environment. Valid (Code B/EB) driver's license. Competencies (knowledge/skills): Computer literacy (MS Office: Word, Excel, Outlook (e-mail). Knowledge of the AOS, PFMA, Finance Instructions, Provincial Treasury Instructions and National Treasury Regulations. Knowledge and experience of LOGIS (Logistical Information System).
<u>DUTIES</u>	:	Responsible for demand and acquisition management functions. Perform duties related to Electronic Procurement System processes and compliance. Prepare bidding templates and relevant documentation to present at Quotation Evaluation Committee. Perform various tasks related to procurement processes and compliance. Effective maintenance of assets and systems of the asset register. Regular follow-up on outstanding orders. Perform and assist with Interim and Annual Financial statement reporting and financial year end tasks. Ensure compliance to all relevant laws and prescripts related to the Supply Chain Asset and Warehouse Management duties.
<u>ENQUIRIES</u>	:	Mr H Wiese Tel No: (023) 626-8562
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a practical test. The pool of applicants will be considered for similar vacant posts within the Langeberg Sub District area for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	18 July 2025

<u>POST 23/194</u>	:	<u>ECM SCANNER OPERATOR</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R193 359 per annum
<u>CENTRE</u>	:	Mitchell's Plain District Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in the scan centre environment/ medical records. Appropriate scanner operator experience. Inherent requirement of the job: Willing to work at the Emergency Centre at Heideveld Ability to work under pressure and in a multi - disciplinary team context. Competencies (knowledge/skills): Knowledge of data capturing, preparation, scanning, and quality assurance of files. Knowledge of the Western Cape Archive Act Computer literacy (MS Windows, Word, Excel). Knowledge of Enterprise Content Management (ECM).
<u>DUTIES</u>	:	Collect patient folders in the wards and other service areas/ Follow-up on outstanding folders in wards. Ensure that folders returned are processed into batches and tracked on ECM tracking tool. Prepare episode folders for scanning; Scanning of folders; Deal with emergency requests for finalising of QA Process Ensure that electronic folder is created on ECM for each patient Ensure that content is electronically available under the correct folder adhering to the defined file plan on ECM. Perform quality checks of the scanned documentation to ensure that the standards are adhered to. Inter filing of scanned documents into patient folders. Ensure the workspace is tidy and organised.
<u>ENQUIRIES</u>	:	Mr A Moses Tel No: (021) 377- 4497
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates may be subjected to a competency test. As directed by the Department of Public Service and Administration, applicants must note that further checks will be conducted once they are shortlisted and that their appointment is subject to positive outcomes on these checks, which include security clearance, qualification, verification, criminal records and previous employment.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/195</u>	:	<u>HOUSEKEEPING SUPERVISOR</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R193 359 per annum
<u>CENTRE</u>	:	Stikland Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: General Education and Training Certificate (GETC)/Grade 9 (Std 7). Experience: Appropriate housekeeping experience in a hospital environment. Inherent requirement of the job: Willingness to work shifts, including weekends and public holidays when required. Competencies (knowledge/ skills): Ability to adhere to safety and hygienic standards. Ability to effectively communicate. Knowledge of linen and stock control. Knowledge of infection control.
<u>DUTIES</u>	:	Responsible for overall control, performing and co-ordinating of tasks related to hygiene, cleaning, and linen services within the ward. Ensure the effective use, maintenance and safe keeping of supplies and equipment. Supervision of household aid /cleaners in the ward. Responsible for all administrative duties associated with supervision. Attend in-service training appropriate to service delivery.
<u>ENQUIRIES</u>	:	Mr M Gayiya Tel No: (021) 940 4424
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates will be subjected to a written/practical and oral assessment. The pool of applicants will be considered for other vacant similar posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/196</u>	:	<u>TELECOM OPERATOR</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R193 359 per annum
<u>CENTRE</u>	:	Victoria Hospital

<u>REQUIREMENTS</u>	:	Minimum educational qualification: General education and training certificate (GETC)/Grade 9 (Std7). Experience: Appropriate switchboard experience. CCTV experience. Knowledge of Linc Messenger Service (SMS). Inherent requirements of the job: Shift work including weekends and public holidays. Ability to work effectively in a team. Ability to work under pressure. Ability to work independently. Competencies (knowledge/ skills): Computer literacy. Sound knowledge of a switchboard in a hospital environment. The ability to maintain sound interpersonal relations. Sound communication skills. Knowledge and experience of a VIOP consisting of at least 280 extensions in a hospital environment.
<u>DUTIES</u>	:	Operate VOIP Telephone System. Report telephone faults. Maintain internal telephone directory. Operate Public Address System. Monitor CCTV System and report incidents to security. Send SMS messages to medical staff.
<u>ENQUIRIES</u>	:	Ms Y Nelukalo Tel No: (021) 799-1123
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a practical assessment.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/197</u>	:	<u>FOOD SERVICE SUPERVISOR</u> Cape Winelands Health District
<u>SALARY</u>	:	R193 359 per annum
<u>CENTRE</u>	:	Stellenbosch Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: General Education and training Certificate (GETC)- Grade 9. Experience: Appropriate experience in a large scale, Food Service Unit. Inherent requirement of the job: Willingness to work shifts, which include weekends/public holidays and overtime as needed. Competencies (knowledge/skills): Knowledge of production and cooking methods for normal and therapeutic diets in an Industrial Foodservice Unit on a large scale. Knowledge of hygiene, occupational health, HACCP and safety principles. Sound organising skills. Inter-personal skills in relations with all categories of staff in the execution of his/her supervisory functions. Computer literacy, writing skills and the ability to work under pressure.
<u>DUTIES</u>	:	Order, receipt, storage and issue all food provisions and stock in the foodservice unit. Supervise food pre-preparation and production of all full and therapeutic diets. Supervise the weighing, dishing and distribution of food to various wards. Supervise hygiene, use and maintenance of equipment and occupational health and safety. Supervise adherence to prescripts, elementary control measures and standard operational procedures. Supervise human resources, financial resources and do stock control. Process food statistics and keep records.
<u>ENQUIRIES</u>	:	Mr B Phinalippe Tel No: (021) 808-6151
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. The pool of applicants will be considered for similar vacant posts within Stellenbosch Hospital for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/198</u>	:	<u>NURSING ASSISTANT GRADE 1 TO 3 (X5 POSTS)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade1: R174 261 per annum Grade 2: R203 271 per annum Grade 3: R239 559 per annum
<u>CENTRE</u>	:	Lentegeur Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Qualification that allows registration with the South African Nursing Council (SANC) as a Nursing Assistant. Registration with a Professional Council: Registration with the SANC as a Nursing Assistant. Experience: Grade 1: None Grade 2: A minimum of 10 years appropriate/recognizable nursing experience after registration with the SANC as Nursing Assistant. Grade 3: A minimum of 20 years appropriate/recognizable nursing experience after registration with the SANC as Nursing Assistant. Inherent requirements of the job: Willingness to work shifts, day and night duty, weekends, and public holidays to meet the

		operational requirements. Must be prepared to assist in all departments according to operational requirements. Competencies (knowledge/skills): Effective communication skills and interpersonal skills. Knowledge of nursing processes & procedures as outlined in Nursing, Health related & Public service legislation, regulations & policies. Function within the team and facilitate on the level of the post.
<u>DUTIES</u>	:	Assist patients with activities of daily living which includes patient hygiene, provide nutrition, assist with mobility, and elimination processes. Provide elementary clinical nursing care. Maintain documentation and communication. Effective utilization of resources. Maintain professional growth/ethical standards and self-development. Actively participating in in-service training interventions.
<u>ENQUIRIES</u>	:	Sr J King Tel No: (021) 370-1144
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates will be subjected a written/practical and oral assessment. "Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)". The pool of applicants will be considered for other similar vacant posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/199</u>	:	<u>FOOD SERVICES AID</u> Cape Winelands District
<u>SALARY</u>	:	R163 680 per annum
<u>CENTRE</u>	:	Montagu Hospital
<u>REQUIREMENTS</u>	:	Minimum requirement: Basic literacy and numeracy. Experience: Appropriate experience in a large scale, Food Service Unit. Inherent requirements of the job: Ability to work shifts which include weekends and public holidays. Incumbent must be physically fit to lift heavy objects and be on their feet the entire day. Competencies (knowledge/ skills): Knowledge of production for normal and therapeutic diets in an Industrial Food Service Unit on a large scale. Knowledge of hygiene, Occupational Health, HACCP and safety principles.
<u>DUTIES</u>	:	Assist in the receipt and storage of all provisions and stock in the Food Service Unit. Pre-preparation and production of all normal and therapeutic diets. Weigh, dish and distribute food to various wards. Clean all areas, utensils and equipment in the Food Service Department. Adhere to Health and Safety prescripts, elementary control measures and standard operational procedures. Financial management and human resource support to supervisor.
<u>ENQUIRIES</u>	:	Ms EM Volschenk Tel No: (023) 626-8565
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a practical test. The pool of applicants will be considered for similar vacant posts within Montagu Hospital for a period of 3 months from date of advert."
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/200</u>	:	<u>GENERAL WORKER (STORES ASSISTANT) (SUPPLY CHAIN MANAGEMENT)</u> Garden Route District
<u>SALARY</u>	:	R138 486 per annum
<u>CENTRE</u>	:	Oudtshoorn Hospital
<u>REQUIREMENTS</u>	:	Minimum requirement: Basic numeracy and literacy skills. Experience: Appropriate experience in a warehouse environment. Appropriate experience in receiving and distribution of stock. Inherent requirement of the job: Willing to work overtime after hours, including weekends and holidays. Valid Code B license. Competencies (knowledge/skills): Good written and verbal

		communication skills. Must be physically able to lift heavy objects and stay for long hours on your feet.
<u>DUTIES</u>	:	Delivery of goods to various end users and sections within the hospital and clinics. Load and offload stock on the vans. Safe keeping of stock and effective stock control and issue documents Ensuring tidiness and cleanliness of Warehouse. Assistance with transit area and Asset Management. Assist transit clerk in transit area.
<u>ENQUIRIES</u>	:	Mr C Michaels Tel No: (044) 203 - 7200
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. The pool of applicants will be considered for similar vacant posts within Garden Route District for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	18 July 2025
<u>POST 23/201</u>	:	<u>DRIVER (LIGHT DUTY VEHICLE)</u> Cape Winelands Health Sub-district
<u>SALARY</u>	:	R138 486 per annum
<u>CENTRE</u>	:	Drakenstein Sub- district
<u>REQUIREMENTS</u>	:	Minimum requirement: Basic and numeracy and literacy skills. Experience: Appropriate experience in transportation of personnel and goods. Inherent requirement of the job: Valid code (B/EB) driver's license. Valid Public Driving Permit (PDP). Willingness to work overtime and to perform standby duties when needed. Physically fit to lift and load heavy items. Competencies (knowledge/skills): Knowledge of routine, maintenance, Inspections for defects on vehicles and safe driving skills. Ability to accept accountability and responsibility and to work independently. Knowledge of Transport Circular 4 of 2000 and good knowledge of road.
<u>DUTIES</u>	:	Daily transporting of official passengers, post, packages, medication, goods, and equipment. Ensure accurate completion of logbooks. Deliver and collect products and equipment within the Western Cape. Conduct routine maintenance, cleaning of Government vehicles and conduct routine inspection of vehicles and report defects. Perform routine administrative duties when required and respond to emergencies when necessary. Relief staff within the component when required and render support to supervisor.
<u>ENQUIRIES</u>	:	Mr. S. Adams Tel No: (021) 877-6440
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. The pool of applicants will be considered for similar vacant posts within Drakenstein Sub District for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	18 July 2025