

PUBLIC SERVICE VACANCY CIRCULAR

PUBLICATION NO 01 OF 2024
DATE ISSUED 12 JANUARY 2024

1. Introduction

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

2. Directions to candidates

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

3. Directions to departments

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

4 SMS pre-entry certificate

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

**PROVINCIAL ADMINISTRATION: GAUTENG
DEPARTMENT OF HEALTH**

ERRATUM: Charlotte Maxeke Johannesburg Academic Hospital: Kindly note that the post of Medical Registrar Directorate: Obstetrics and Gynaecology (with Ref No:019225 advertised in the Public Service Vacancy Circular 42 of 2023 dated 17 November 2023, with a closing date of 01 December 2023 has been withdrawn.

Gauteng: Department Of Health: Wits Oral Health Centre. Kindly note that the following post (Ref: Ref: DentOMP11/23, POST 43/48) was advertised in Public Service Vacancy Circular 43 dated 24 November 2023, the contract has been amended as follows (1) 12 months fixed contract. Applicants who applied previously are required to reapply for the post. The closing date has been extended to 26 January 2024.

OTHER POSTS

<u>POST 01/21</u>	:	<u>PSYCHOLOGIST GRADE 3 REF NO: PHOLO 2024/01/01 (X1 POST)</u> Directorate: Allied
<u>SALARY</u>	:	R1 063 611 – R1 249 254 per annum, (all-inclusive package)
<u>CENTRE</u>	:	Pholosong Regional Hospital
<u>REQUIREMENTS</u>	:	Appropriate qualification that allows for registration with the Health Professions Council of South Africa (HPCSA) as a clinical Psychologist. Shortlisted candidates will be required to submit current proof of registration with the Health Professions Council of South Africa as a Psychologist in any of the identified registration categories. Appropriate /recognizable years of experience as a Psychologist after registration with the Health Professions Council of South Africa as a Clinical Psychologist. Shortlisted candidates will be required to submit all relevant documents.
<u>DUTIES</u>	:	Render effective psychological service to the hospital. Making assessments and interpretations based on biopsychosocial evaluations, psychometric test, semi-structured interviews, therapy sessions and neuropsychological assessments. Collaborating with other healthcare providers to evaluate the medical and physical condition of clients. Formulating and creating personalized interventions, treatments and management plans for clients. Assessing clients` risk, considering their mental health and social needs when performing interventions. Interacting with clients and other MDT members regarding performing interventions. Employing various treatment methods such as psychotherapy, hypnosis behavior modification, stress reduction therapy and psychodrama. Measuring the effectiveness and implementing changes where required. Ensuring the maintenance and safe storage of accurate program and client records, and all other pertinent documents. Maintaining confidentiality of clients` treatment and records in accordance with HPCSA. Participating in clinical training seminars and mentoring of team members and psychological counsellors. Working towards positioning the agency as a pioneer in psychological interventions. Experienced with specialist psychological assessment and treatment of a wide range of mental health problems of varying severity and complexity. Proficient with psychological therapies, risk assessment, training, and supervision. Proficient with planning and performing psychological interventions. Current awareness of developments in relevant fields. Ability to maintain and complete clinical documentation consistently. Data collection and collation, monthly reports.
<u>ENQUIRIES</u>	:	Dr. NM Jwara Tel No: (011) 812 5000
<u>APPLICATIONS</u>	:	Applications should be hand delivered to Pholosong Hospital between 8am and 3pm at Ground Floor, Human Resource Offices Nurses Residence. Human Resource Department, Pholosong Regional Hospital, 1067 Ndaba Street Tsakane Brakpan, Private Bag X4, Brakpan, 1550.
<u>FOR ATTENTION</u>	:	The Assistant Director
<u>NOTE</u>	:	No faxed or emailed applications will be considered. Applications must be submitted on form Z83 Fully completed, obtainable from any Public Service or on the internet at www.dpsa.gov.za/documents . Applicants are not submitting copies/certified copies /attachments/proof/certificates/ID/Driver`s license/qualifications on application. (Only shortlisted candidates will be required to submit certified copies). If you have not been contacted within three (3) months after the closing date, please accept that your application was

unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks- Provide at least 3 of which one must be immediate supervisor, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate maybe subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. The Gauteng Department of Health is guided by the principles of Employment Equity; therefore, all the appointments will be made in accordance with the Employment Equity target of the department. People with disability are encouraged to apply.

- CLOSING DATE** : 26 January 2024
- POST 01/22** : **OPERATIONAL MANAGER NURSING (MOU) REF NO: EHD2023/12/08**
Re-advertisement
Directorate: PHC
- SALARY** : R627 474 – R703 752 per annum (plus benefits)
CENTRE : Jabulane Dumane CHC (SSDR)
REQUIREMENTS : Grade 12 with Basic qualification accredited with SANC in terms of Government Notice 425 (i.e. diploma/ degree in nursing) or equivalent qualification that allows registration with SANC as a Professional Nurse plus a post basic nursing qualification, with duration of at least 1 year accredited with SANC in terms of government notice no R212 in the relevant specialty. A minimum of 9 years appropriate/recognizable experience in nursing after registration as a professional Nurse with SANC, at least 5 years of the period referred to above must be appropriate/recognizable experience after obtaining 1 year post basic qualification in relevant specialty (Advanced Midwifery and Neonatal Nursing Science). Computer literacy and a valid Driver's license is essential. Knowledge of all Legislation relevant to Health Care Services.
- DUTIES** : Management of the facility by providing quality comprehensive community health care. Provide administrative services within the facility and provide educational and clinical services. Management of equipment and machinery. Management of HR, Finances and Supply Chain within the facility. Ensure clinical practice by the clinical team in accordance with the Scope of Practice and Nursing Standards. Compile reports, analyses data, identify gaps and take remedial steps. Ensure proper record keeping within the facility Management of resources within the facility. Manage and monitor the productivity and performance of employee's development. Manage licensing of staff with all relevant professional bodies. Promote quality of nursing care as directed by the norms and standards and ideal clinic. Ensure community participation. Manage labour relation issues. Ensure implementation of Departmental policies including Batho Pele and Patients' Rights. Liaise with all relevant stakeholders to improve service rendering. Ensure management of Multidisciplinary teams within the facilities. Provide comprehensive primary care services. Ensure effective and efficient coordination and integration of quality Health care. Perform any other delegated duties by Supervisor/Manager. Deputize the Assistant Manager when then the need arises.
- ENQUIRIES** : Mr SS Matsaba at Tel No: (072) 419 0359
APPLICATIONS : Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 or posted to The Human Resource Manager, Private Bag X1005, Germiston 1400.
- NOTE** : This post is a re-advertisement, applicants who applied previously are encouraged to re-apply. No S&T claims and resettlement allowance will be paid. Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za. Applicants should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other related documents on application but must submit the Z.83 and a detailed Curriculum Vitae. Only shortlisted candidates will be required /requested to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks

(PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disabilities are encouraged to apply. Employment equity profile will be taken into consideration.

CLOSING DATE : 26 January 2024

POST 01/23 : **ASSISTANT MANAGER NURSING GR1- NIGHT SUPER REF NO: PHOLO 2024/01/02 (X1 POST)**
Directorate: Nursing Services

SALARY : R627 474 - R724 278 per annum (plus benefits)
CENTRE : Pholosong Regional Hospital
REQUIREMENTS : Basic Diploma/Degree that allows registration with South African Nursing Council as a Professional Nurse and Midwife. Diploma or Degree in Nursing Administration/ Management. A minimum of eight (8) years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least three (3) years of the period referred to above must be appropriate/ recognizable experience at management level. A qualification in Nursing Administration/ Management and Nursing Education will be an added advantage. Basic Computer literacy is mandatory. Skills: Strong Leadership skills, Good Communication, Conflict management/ Problem-solving skills and ability to work under pressure.

DUTIES : Delegate, supervise and coordinate the provision of effective and efficient patient care through adequate nursing care. Manage allocation/ utilization of human, financial and physical resources for different departments including effective bed management. Ensure effective and consistent communication of relevant, accurate and comprehensive information on health care to Executive and other relevant stakeholders as directed. Give support to staff regarding clinical matters and engage in problem solving/ conflict management. Develop/ establish and maintain constructive working relationship with clinical and non-clinical staff that will allow consistency in patient care by a Multi-disciplinary team. Be flexible, responsive and give staff support. Manage and resolve complaints and patient safety incidences timeously. Supervise implementation of Nursing guidelines, practices, policies and procedures. Maintain professional growth/ ethical standards and development of self and subordinates through on-going training and Research.

ENQUIRIES : Ms MG Makgoba Tel No: (011) 812 5161/2
APPLICATIONS : Human Resource, Pholosong Hospital, Private Bag X4, Brakpan, 1540 “or” hand delivered to Pholosong Hospital, 1067 Ndaba street, Tsakane (Human Resources department).

FOR ATTENTION : Human Resources department
NOTE : Applications must be submitted on form new Z83 Fully completed, obtainable from any Public Service or on the internet at www.dpsa.gov.za/documents. Comprehensive Curriculum Vitae. Applicants are not submitting copies/certified copies /attachments/proof/certificates/ID/Driver’s license/qualifications on application. (Only shortlisted candidates will be required to submit certified copies). If you have not been contacted within three (3) months after the closing date, please consider that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks- Provide at least 3 of which one must be immediate supervisor, identity verification, qualifications verification, criminal record checks and employment verification). The recommended candidate will be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Pholosong Hospital strives for employment equity and diversity.

CLOSING DATE : 26 January 2024

POST 01/24 : **OPERATIONAL MANAGER PNB3 SPECIALTY – PAEDIATRICS REF NO: PHOLO 2024/01/04 (X1 POST)**
Directorate: Nursing Services

SALARY : R627 474 - R703 752 per annum (plus benefits)
CENTRE : Pholosong Regional Hospital
REQUIREMENTS : Basic qualification accredited with the SANC in terms of Government Notice R425 (i.e. Diploma/ Degree in Nursing) or equivalent qualification that allows

registration with the SANC as a Professional Nurse plus a post-basic qualification in Child Nursing Science with duration of one year accredited with SANC in terms of Government Notice R 212. A minimum of 9 years appropriate/ recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. At-least 5 years of the period mentioned above must be appropriate/ recognizable experience after obtaining a 1-year post-basic qualification in Child Nursing Science. Computer literacy will be an added advantage.

DUTIES : Overall supervision and control of quality Paediatric patient care (Medical and Surgical) including supervision of Milk Room. Formulation relevant Standard operating procedures based on relevant Policies. Collect and analyze relevant data related to Specialized Paediatric programs that aims at reducing child mortality and improving Paediatric nursing outcomes. Efficient implementation and evaluation of patient care programs in the unit according to department's strategic goals (EMTCT, MBFI, IPC, etc.). Active participation in Ideal Hospital realization framework. Ensure adequate and appropriate staffing according to patient's needs. Establish efficient communication with the multidisciplinary team. Demonstrate basic understanding of Human Resource Policies and practices through effective implementation of PMDS, Disciplinary Code, leave management and Supply Chain Management Procedures. Secure and allocate resources and budget to achieve workplace objectives. Proactively identify performance requirements to improve teamwork. Able to take charge of the hospital after hours, during weekends and public holidays.

ENQUIRIES : Ms MG Makgoba Tel No: (011) 812 5162
APPLICATIONS : Human Resource, Pholosong Hospital, Private Bag X4, Brakpan, 1540 "OR" hand delivered to Pholosong Hospital, 1067 Ndaba street, Tsakane (Human Resources department).

NOTE : Applications must be submitted on form new Z83 Fully completed, obtainable from any Public Service or on the internet at www.dpsa.gov.za/documents. Comprehensive Curriculum Vitae. Applicants are not submitting copies/certified copies /attachments/proof/certificates/ID/Driver's license/qualifications on application. (Only shortlisted candidates will be required to submit certified copies). If you have not been contacted within three (3) months after the closing date, please consider that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks- Provide at least 3 of which one must be immediate supervisor, identity verification, qualifications verification, criminal record checks and employment verification). The recommended candidate will be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Pholosong Hospital strives for employment equity and diversity.

CLOSING DATE : 26 January 2024

POST 01/25 : **OPERATIONAL MANAGER NURSING: GRADE 1 (GENERAL) MEDICAL WARD REF NO: PHOLO 2024/01/03**
 Directorate: Nursing Services

SALARY : R497 193 - R559 686 per annum (with benefits)
CENTRE : Pholosong Regional Hospital
REQUIREMENTS : Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse. A minimum of 7 years' appropriate/ recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. A qualification in Nursing Administration/Management and Nursing Education will be an added advantage. Basic Computer skills/ literacy will be an added advantage.

DUTIES : Supervise and evaluate quality of nursing care as directed by the professional scope of practice and set nursing standards. Demonstrate an in-depth understanding of nursing legislation and related legal and ethical nursing practices 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. Able to manage own work, time and that of subordinates to ensure proper nursing service in the units. Demonstrate a basic understanding of HR and financial policies and practices. Work as part of a multidisciplinary team to ensure good nursing care by the nursing team. Demonstrate effective communication with patients, supervisor, other health professionals and junior colleagues including more complex reports written when required. Manage

resources effectively and efficiently in the unit. Compile and analyze reports to improve quality of patient care. Work effectively and amicably, at a supervisory level, with persons of diverse intellectual, cultural, racial or religious differences. Participate in training, research and self-development. Display concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho-Pele. Promote achievement of Ideal Hospital Realization Framework.

- ENQUIRIES APPLICATIONS** : Ms MG Makgoba Tel No: (011) 812 5161/2
- NOTE** : Human Resource, Pholosong Hospital, Private Bag X4, Brakpan, 1540 “OR” hand-delivered to Human Resources department, Pholosong Hospital, 1067 Ndaba street, Tsakane between 08h00 and 15h00.
- NOTE** : Applications must be submitted on fully completed new Z83 form, obtainable from any Public Service or on the internet at www.dpsa.gov.za/documents. Comprehensive Curriculum Vitae. Applicants are not submitting copies/certified copies /attachments/proof/certificates/ID/Driver’s license/qualifications on application. (Only shortlisted candidates will be required to submit certified copies of qualifications). If you have not been contacted within three (3) months after the closing date, please consider that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks- Provide at least 3 of which one must be immediate supervisor, identity verification, qualifications verification, criminal record checks and employment verification). The recommended candidate will be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Pholosong Hospital strives for employment equity and diversity.
- CLOSING DATE** : 26 January 2024
- POST 01/26** : **PROFESSIONAL NURSE SPECIALTY GRADE 1-2 - OPERATING THEATRE NURSING REF NO: PHOLO 2024/01/05 (X4 POST)**
Directorate: Nursing- Theatre and CSSD
- SALARY** : Grade 1: R431 265 - R497 193 per annum (plus benefits)
Grade 2: R528 696 – R645 720 per annum (plus benefits)
- CENTRE REQUIREMENTS** : Pholosong Regional Hospital
Basic Diploma/Degree that allows registration with South African Nursing Council as a Professional Nurse). One (01) year Post basic qualification Operating Theatre Nursing Science registered with SANC. A minimum of four (4) years appropriate/ recognizable nursing experience in nursing as a Professional nurse with the SANC in General nursing. Sound interpersonal and communication skills.
- DUTIES** : Provision of high-quality, holistic and patient-centered Pre-Operative, Intra-Operative and Post-Operative Nursing care. Prepare Theatre Medical Equipment and consumables according to booked Operations. Ability to laisse with different units for pre-operative patient optimization including Pre-Operative visits as indicated and Post-Operative management and transfer. Adhere basic Principles of Infection Prevention and Control. Ensuring that nursing care provided is within the scope of practice of nurses and the legal framework. Ability to carry out Nursing administrative duties including shift leading and relieving the Operational manager including CSSD supervision. Maintain Professional and Ethical growth/ development through training and Research. Must be willing to work day and night shifts.
- ENQUIRIES APPLICATIONS** : Ms MG Makgoba Tel No: (011) 812 5161/2
- NOTE** : Human Resource, Pholosong Hospital, Private Bag X4, Brakpan, 1540 “OR” hand delivered to Pholosong Hospital, 1067 Ndaba street, Tsakane (Human Resources department).
- NOTE** : Applications must be submitted on form new Z83 Fully completed, obtainable from any Public Service or on the internet at www.dpsa.gov.za/documents. Comprehensive Curriculum Vitae. Applicants are not submitting copies/certified copies /attachments/proof/certificates/ID/Driver’s license/qualifications on application. (Only shortlisted candidates will be required to submit certified copies). If you have not been contacted within three (3) months after the closing date, please consider that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks- Provide at least 3 of which one must be immediate supervisor, identity verification, qualifications verification, criminal record checks and employment verification). The recommended candidate will be subjected to medical surveillance as required by the

		Occupational Health and Safety Act, Act 5/1993. Pholosong Hospital strives for employment equity and diversity.
<u>CLOSING DATE</u>	:	26 January 2024
<u>POST 01/27</u>	:	<u>PROFESSIONAL NURSE SPECIALTY- CRITICAL CARE NURSING REF NO: PHOLO2024/01/06 (X2 POST)</u> Directorate: Nursing- ICU and High Care
<u>SALARY</u>	:	Grade 1: R431 265 - R497 193 per annum (plus benefits) Grade 2: R528 696 – R645 720 per annum (plus benefits)
<u>CENTRE REQUIREMENTS</u>	:	Pholosong Hospital Basic Diploma/Degree that allows registration with South African Nursing Council as a Professional Nurse). One (01) year Post basic qualification Critical Care Nursing Science registered with SANC. A minimum of four (4) years appropriate/ recognizable nursing experience in nursing as a Professional nurse in General nursing. Sound interpersonal and communication skills.
<u>DUTIES</u>	:	Provision of high quality, holistic and specialized Nursing care within set standards within Professional and legal framework in a highly specialized Critical Unit. Effective utilization of Human, financial and material resources including utilization of Critical care beds. Adhere basic Principles of Infection Prevention and Control. Ensuring that nursing care provided is within the scope of practice of nurses and the legal framework. Ability to carry out Nursing administrative duties including shift leading and relieving the Operational manager. Be flexible and be able to prioritize and respond to patient care needs. Maintain Professional and Ethical growth/ development through ongoing training and Research. Must be willing to work day and night shifts.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms MG Makgoba Tel No: (011) 812 5161/2 Human Resource, Pholosong Hospital, Private Bag X4, Brakpan, 1540 “OR” hand delivered to Pholosong Hospital, 1067 Ndaba street, Tsakane (Human Resources department).
<u>NOTE</u>	:	Applications must be submitted on form new Z83 Fully completed, obtainable from any Public Service or on the internet at www.dpsa.gov.za/documents . Comprehensive Curriculum Vitae. Applicants are not submitting copies/certified copies /attachments/proof/certificates/ID/Driver’s license/qualifications on application. (Only shortlisted candidates will be required to submit certified copies). If you have not been contacted within three (3) months after the closing date, please consider that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks- Provide at least 3 of which one must be immediate supervisor, identity verification, qualifications verification, criminal record checks and employment verification). The recommended candidate will be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Pholosong Hospital strives for employment equity and diversity.
<u>CLOSING DATE</u>	:	26 January 2024
<u>POST 01/28</u>	:	<u>PROFESSIONAL NURSE SPECIALTY – ADVANCED MIDWIFERY & NEONATAL NURSING SCIENCE/ NEONATAL ICU/ CHILD NURSING/ CRITICAL NURSING REF NO: PHOLO2021/01/07 (X2 POSTS)</u> Directorate: Nursing- Neonatal Unit/ Neonatal ICU
<u>SALARY</u>	:	Grade 1: R431 265 - R497 193 per annum (plus benefits) Grade 2: R528 696 – R645 720 per annum (plus benefits)
<u>CENTRE REQUIREMENTS</u>	:	Pholosong Hospital Basic Diploma/Degree that allows registration with South African Nursing Council as a Professional Nurse). One (01) year Post basic qualification Advanced Midwifery and Neonatal Nursing Science/ Neonatal ICU Science/ Child Nursing Science/ Critical Nursing Science registered with SANC. A minimum of four (4) years appropriate/ recognizable nursing experience in nursing as a Professional nurse with the SANC in General nursing. Sound interpersonal and communication skills.
<u>DUTIES</u>	:	Provision of high quality, holistic and specialized Neonatal care within set standards and within a Professional/ legal framework. Implement priority programs, EMTCT, MBFI, etc. and adhere to Principles of Infection Prevention and Control. Effective utilization of human, financial and material resources

		including utilization of Critical care beds. Be flexible and be able to prioritize, respond and advocate for best Neonatal clinical outcomes. Maintain Professional and Ethical growth/ development through training and Research. Perform Nursing administrative duties including Shift leading and relieving the Operational manager. Must be willing to work day and night shifts.
<u>ENQUIRIES</u>	:	Ms MG Makgoba Tel No: (011) 812 5161/2.
<u>APPLICATIONS</u>	:	Human Resource, Pholosong Hospital, Private Bag X4, Brakpan, 1540 "OR" hand delivered to Pholosong Hospital, 1067 Ndaba street, Tsakane (Human Resources department).
<u>NOTE</u>	:	Applications must be submitted on form new Z83 Fully completed, obtainable from any Public Service or on the internet at www.dpsa.gov.za/documents . Comprehensive Curriculum Vitae. Applicants are not submitting copies/certified copies /attachments/proof/certificates/ID/Driver's license/qualifications on application. (Only shortlisted candidates will be required to submit certified copies). If you have not been contacted within three (3) months after the closing date, please consider that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks- Provide at least 3 of which one must be immediate supervisor, identity verification, qualifications verification, criminal record checks and employment verification). The recommended candidate will be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Pholosong Hospital strives for employment equity and diversity.
<u>CLOSING DATE</u>	:	26 January 2024
<u>POST 01/29</u>	:	<u>PROFESSIONAL NURSE SPECIALTY GRADE 1-2 TRAUMA NURSING</u> <u>REF NO: PHOLO2024/01/08 (X1 POST)</u> Directorate: Nursing- Accident and Emergency
<u>SALARY</u>	:	Grade 1: R431 265 - R497 193 per annum (plus benefits) Grade 2: R528 696 – R645 720 per annum (plus benefits)
<u>CENTRE</u>	:	Pholosong Regional Hospital
<u>REQUIREMENTS</u>	:	Basic Diploma/Degree that allows registration with South African Nursing Council as a Professional Nurse). One (01) year Post basic qualification Trauma Nursing Science registered with SANC. A minimum of four (4) years appropriate/ recognizable nursing experience in nursing as a Professional nurse with the SANC in General nursing. Sound interpersonal and communication skills.
<u>DUTIES</u>	:	Provision of high quality, holistic and specialized Nursing care within set standards within Professional and legal framework in a highly specialized Accident and Emergency Unit. Be flexible, able to handle high patient flow pressure, be able to prioritize and respond to patient care needs in an emergency. Effective utilization of Human, financial and material resources. Adhere basic Principles of Infection Prevention and Control. Ability to carry out Nursing administrative duties including shift leading and relieving the Operational manager. Maintain Professional and Ethical growth/ development through on-going training and Research. Must be willing to work day and night shift.
<u>ENQUIRIES</u>	:	Ms MG Makgoba Tel No: (011) 812 5161/2
<u>APPLICATIONS</u>	:	Human Resource, Pholosong Hospital, Private Bag X4, Brakpan, 1540 "OR" hand delivered to Pholosong Hospital, 1067 Ndaba street, Tsakane (Human Resources department).
<u>NOTE</u>	:	Applications must be submitted on form new Z83 Fully completed, obtainable from any Public Service or on the internet at www.dpsa.gov.za/documents . Comprehensive Curriculum Vitae. Applicants are not submitting copies/certified copies /attachments/proof/certificates/ID/Driver's license/qualifications on application. (Only shortlisted candidates will be required to submit certified copies). If you have not been contacted within three (3) months after the closing date, please consider that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks- Provide at least 3 of which one must be immediate supervisor, identity verification, qualifications verification, criminal record checks and employment verification). The recommended candidate will be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Pholosong Hospital strives for employment equity and diversity.
<u>CLOSING DATE</u>	:	26 January 2024

<u>POST 01/30</u>	:	<u>PROFESSIONAL NURSE SPECIALTY GRADE 1-2 –CHILD NURSING REF NO: PHOLO 2024/01/09 (X2 POSTS)</u> Directorate: Nursing- Paediatric unit
<u>SALARY</u>	:	Grade 1: R431 265 - R497 193 per annum (plus benefits) Grade 2: R528 696 – R645 720 per annum (plus benefits)
<u>CENTRE REQUIREMENTS</u>	:	Pholosong Regional Hospital Basic Diploma/Degree that allows registration with South African Nursing Council as a Professional Nurse). One (01) year Post basic qualification Child Nursing Science registered with SANC. A minimum of four (4) years appropriate/ recognizable nursing experience in nursing as a Professional nurse with the SANC in General nursing. Sound interpersonal and communication skills.
<u>DUTIES</u>	:	Provision of high-quality, holistic and specialized Childcare within set standards and within a Professional/ legal framework. Implement priority programs, EMTCT, MBFI, IMCI etc. and adhere to the Principles of Infection Prevention and Control. Effective utilization of human, financial and material resources including utilization of Critical care beds. Be flexible and be able to prioritize, respond and advocate for the best Paediatric clinical outcomes. Maintain Professional and Ethical growth/ development through training and Research. Perform Nursing administrative duties including Shift leading and relieving the Operational manager. Must be willing to work day and night shifts.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms. M.G Makgoba Tel No: (011) 812 5161/2. Human Resource, Pholosong Hospital, Private Bag X4, Brakpan, 1540 “OR” hand delivered to Pholosong Hospital, 1067 Ndaba street, Tsakane (Human Resources department).
<u>NOTE</u>	:	Applications must be submitted on form new Z83 Fully completed, obtainable from any Public Service or on the internet at www.dpsa.gov.za/documents . Comprehensive Curriculum Vitae. Applicants are not submitting copies/certified copies /attachments/proof/certificates/ID/Driver’s license/qualifications on application. (Only shortlisted candidates will be required to submit certified copies). If you have not been contacted within three (3) months after the closing date, please consider that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks- Provide at least 3 of which one must be immediate supervisor, identity verification, qualifications verification, criminal record checks and employment verification). The recommended candidate will be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Pholosong Hospital strives for employment equity and diversity.
<u>CLOSING DATE</u>	:	26 January /2024
<u>POST 01/31</u>	:	<u>PROFESSIONAL NURSE GENERAL PN-A2 GRADE 1-2 REF NO: PHOLO 2024/01/10(X2 COVID CONTRACT POSTS)</u> Directorate: Nursing Services
<u>SALARY</u>	:	Grade 1: R293 670 – R337 860 per annum (plus benefits) Grade 2: R358 626 – R409 275 per annum (plus benefits)
<u>CENTRE REQUIREMENTS</u>	:	Pholosong Regional Hospital Basic R 425 qualification, i.e., Diploma / Degree in nursing that allows registration with the South African Nursing Council as Professional Nurse with midwifery. Midwifery qualification will be an added advantage. Must be able to work within the ethical and legal framework that governs the profession. Candidates must be able to work in a team in a high-pressure environment. Candidates must have good communication, leadership, and conflict management skills. Must be able to maintain patients and relative’s confidentiality, respect, and dignity.
<u>DUTIES</u>	:	Provision of optimal, holistic nursing care with set standards and within a professional/ legal framework. Effective utilization of Human and Material resources. Maintain professional growth, ethical standards, and self-development. Active participation in self-development, supervision and development of junior staff. Implement measures to ensure patient’s safety and contribute to management of patient safety incidence processes.
<u>ENQUIRIES</u>	:	Ms MG Makgoba Tel No: (011) 812 5161/2

<u>APPLICATIONS</u>	:	Human Resource, Pholosong Hospital, Private Bag X4, Brakpan, 1540 "OR" hand delivered to Pholosong Hospital, 1067 Ndaba street, Tsakane (Human Resources department).
<u>NOTE</u>	:	Applications must be submitted on form new Z83 Fully completed, obtainable from any Public Service or on the internet at www.dpsa.gov.za/documents . Comprehensive Curriculum Vitae. Applicants are not submitting copies/certified copies /attachments/proof/certificates/ID/Driver's license/qualifications on application. (Only shortlisted candidates will be required to submit certified copies). If you have not been contacted within three (3) months after the closing date, please consider that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks- Provide at least 3 of which one must be immediate supervisor, identity verification, qualifications verification, criminal record checks and employment verification). The recommended candidate will be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Pholosong Hospital strives for employment equity and diversity.
<u>CLOSING DATE</u>	:	26 January 2024
<u>POST 01/32</u>	:	<u>STAFF NURSE GRADE 1- 2 REF NO: PHOLO 2024/01/11 (X7 POSTS)</u> Directorate: Nursing
<u>SALARY</u>	:	Grade 1: R199 725 - R222 939 per annum (plus benefits) Grade 2: R237 210 - R264 948 per annum (plus benefits)
<u>CENTRE</u>	:	Pholosong Regional Hospital
<u>REQUIREMENTS</u>	:	Grade 12 plus a qualification that allows registration with SANC as a Staff Nurse. Candidate must have current registration receipt as a Staff Nurse. Candidate must have basic communication and writing skills. Be able to function as part of a team.
<u>DUTIES</u>	:	Demonstrate basic understanding of nursing legislation and related legal and ethical nursing practices. Perform a basic clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Promote quality of basic nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Demonstrate basic communication with patients, supervisors and other clinicians. Work as part of a multidisciplinary team to ensure good nursing care. Work effectively, cooperatively, and amicably with persons of diverse intellectual, cultural, racial or religious differences. Display a concern for patients, promoting and advocating basic care including awareness and willingness to respond to patient's needs, requirements and expectations.
<u>ENQUIRIES</u>	:	Ms MG Makgoba Tel No: (011) 812 5161/2
<u>APPLICATIONS</u>	:	Human Resource, Pholosong Hospital, Private Bag X4, Brakpan, 1540 "OR" hand delivered to Human Resources department, Pholosong Hospital, 1067 Ndaba street, Tsakane between 08h00 and 15h00.
<u>NOTE</u>	:	Applications must be submitted on fully completed new Z83 form, obtainable from any Public Service or on the internet at www.dpsa.gov.za/documents . Comprehensive Curriculum Vitae. Applicants are not submitting copies/certified copies /attachments/proof/certificates/ID/Driver's license/qualifications on application. (Only shortlisted candidates will be required to submit certified copies of qualifications). If you have not been contacted within three (3) months after the closing date, please consider that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks- Provide at least 3 of which one must be immediate supervisor, identity verification, qualifications verification, criminal record checks and employment verification). The recommended candidate will be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Pholosong Hospital strives for employment equity and diversity.
<u>CLOSING DATE</u>	:	26 January 2024
<u>POST 01/33</u>	:	<u>NURSING ASSISTANT GRADE 1-2 REF NO: PHOLO 2024/01/12 (X2 POSTS)</u> Directorate: Nursing Services
<u>SALARY</u>	:	Grade 1: R157 761 - R175 728 per annum (plus benefits) Grade 2: R184 026 – R205 281 per annum (plus benefits)

<u>CENTRE REQUIREMENTS</u>	:	Pholosong Regional Hospital
	:	Qualification that allows registration as Nursing Assistant with SANC. Basic inter-personal and communication skills.
<u>DUTIES</u>	:	Perform elementary clinical nursing duties in accordance with the scope of practice and internal nursing standards. Work efficiently as part of multi-disciplinary team and ensure effective communication to ensure good nursing care and patient outcomes. Ensure efficient utilization of resources allocated. Take responsibility of own development through on-going training programs.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms MG Makgoba Tel No: (011) 812 5161/2
	:	Human Resource, Pholosong Hospital, Private Bag X4, Brakpan, 1540 "OR" hand delivered to Pholosong Hospital, 1067 Ndaba street, Tsakane (Human Resources department).
<u>NOTE</u>	:	Applications must be submitted on form new Z83 Fully completed, obtainable from any Public Service or on the internet at www.dpsa.gov.za/documents . Comprehensive Curriculum Vitae. Applicants are not submitting copies/certified copies /attachments/proof/certificates/ID/Driver's license/qualifications on application. (Only shortlisted candidates will be required to submit certified copies). If you have not been contacted within three (3) months after the closing date, please consider that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks- Provide at least 3 of which one must be immediate supervisor, identity verification, qualifications verification, criminal record checks and employment verification). The recommended candidate will be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Pholosong Hospital strives for employment equity and diversity.
<u>CLOSING DATE</u>	:	26 January 2024
<u>POST 01/34</u>	:	<u>SESSIONAL MEDICAL OFFICER REF NO: ODI/07/12/2023/01</u>
<u>SALARY</u>	:	Grade 1: R456.00 per hour Grade 2: R498.00 per hour Grade 3: R576.00 per hour 80 Hours Session
<u>CENTRE REQUIREMENTS</u>	:	Odi District Hospital
	:	Basic Medical Degree (MBCHB) or equivalent and currently registered with the Health Professional Council of South Africa (HPCSA) as a medical practitioner. Grade 1: from 0 to 05 years of appropriate experience as a Medical Officer. Grade 2: from 05 to 10 Years experience and Grade 3: greater than 10 years as medical officer post community service experience. Recommendation: ATLS, ACLS, AMLS are highly recommended and will be to the advantage of applicant. Experience working in District health services including clinics. Experience working in general medical practice, Mental health, obstetrics, HAST, and emergency Units and use of current national clinical protocols. Required clinical skills include Consultation, history taking, examination, clinical assessment, management procedures and ensuring continuity of patient care.
<u>DUTIES</u>	:	Patient care, Attendance of relevant academic meetings like mortality and mobility meetings and completion of MEDICO legal cases, filling of J88, Medical Reports.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms RT Motsepe Tel No: (012) 725 2436
	:	Kindly forward your application to: Odi District Hospital, Klipgat road, Mabopane, HR Section or post to: Odi District Hospital Private Bag X509, Mabopane, 0190.
<u>NOTE</u>	:	Applicants must submit on a new Z83 application form obtained from any Public Service Department and are not required to submit copies of qualification and other relevant documents on application but must submit detailed curriculum vitae. The communication from HR of the department regarding the requirements for certified copies of qualifications and other relevant documents will be limited to shortlisted candidates. Therefore, only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR.
<u>CLOSING DATE</u>	:	26 January 2024
<u>POST 01/35</u>	:	<u>SESSIONAL MEDICAL ORTHOTIC AND PROSTHETIC REF: REFS/019374 (X2 POSTS)</u> (Re-advertisement) Directorate: Allied

SALARY : Tariff/hour less than 10 years R237 only

CENTRE : Sebokeng Hospital

REQUIREMENTS : Appropriate qualification that allows registration with the Health Professions Council of South Africa in Medical Orthotics/Prosthetics Minimum of one (1) year appropriate experience in Medical Orthotics /Prosthetics after registration of the Health Professions Council of South Africa as a Medical Orthotist/Prosthetist. Sound knowledge of Acts, and policies and Procedures. Computer literacy.

DUTIES : Design, measure, manufacture, fit, repair, adjust, and align all Orthotic and Prosthetic devices. Consult with Practitioners and members of a multidisciplinary team on correct appliance for each patient. Plan and conduct Multi-Disciplinary and outreach clinics throughout the North West Province. Deliver efficient and effective clinical and MOP-related administrative services, including recordkeeping. Promoting continuous development and training. Assist in implementing guidelines, protocols, Standard Operating Procedures, and policies for the Medical Orthotics and Prosthetics (MOP) Department, which is in line with the National and Provincial strategies.

ENQUIRIES : Mrs C Singh Tel No: (016) 930 3268

APPLICATIONS : Applications Should be posted to Private Bag X058, Vanderbijlpark,1900 or hand delivered to Sebokeng Hospital, HR Department, Moshoeshoe Street. Or can apply Online at (professionaljobcenter.gpg.go.za).

NOTE : Applications must be submitted on a new Z83 application for employment form as issued by the Minister for the Public Service and Administration in line with Regulation 10 of the Public Service Regulation, 2016, failure to do so will result in disqualification of the application. Z83 form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. In terms of DPSA circular no 19 of 2022, a fully completed and signed Z83 form should be accompanied by a recently updated CV. Copies of qualifications and other relevant documents may not be included in the application. Only shortlisted candidates will be required to submit certified copies of Identity Document, Qualifications, and other relevant documents to Human Resources unit before or on the day of the interview. Failure to submit all the requested documents will result in the application not being considered. Communication will be limited to shortlisted candidates only. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The department reserves the right not to fill the advertised post. Gauteng Department of Health is guided by the principles of the Employment Equity Act; therefore, all the appointments will be made in accordance with the Employment Equity target the of the institution. NB: People with disabilities are encouraged to apply. People who applied previously are encouraged to re-apply. Recommended candidates will be subjected to a medical assessment.

CLOSING DATE : 29 January 2024