

**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.
ERRATUM: Kindly note that Post 20/71: Personnel Officer: Chief Directorate: Emergency Clinical Services Support Salary: R216 417 per annum Centre: Emergency and Clinical Services Support (ECSS) has been cancelled.

OTHER POSTS

POST 22/191 : **MEDICAL SPECIALIST (SUB-SPECIALITY: PAEDIATRIC CRITICAL CARE) GRADE: 1 TO 3**

SALARY : Grade 1: R1 472 673 per annum
Grade 2: R1 680 780 per annum
Grade 3: R1 835 835 per annum (A portion of the package can be structured according to the individual's personal needs).

CENTRE REQUIREMENTS : Tygerberg Hospital, Parow Valley
Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Specialist in Paediatric Critical Care. Registration with a professional council: Registration with the HPCSA as a Medical Specialist in Paediatric Critical Care. Experience: **Grade 1:** None after registration with the HPCSA as Medical Specialist in Paediatric Critical Care. **Grade 2:** A minimum of 5 years' appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employees) as Medical Specialist in Paediatric Critical Care. **Grade 3:** A minimum of 10 years' appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employee) as a Medical Specialist in Paediatric Critical Care. Inherent requirements of the job: Clinical experience in South African public health service in paediatric critical care. Willingness to render paediatric critical care including commuted after hour services in the paediatric intensive care unit as required. Special interest in paediatric critical care health care systems development, support and outreach. Competencies (knowledge/skills): Clinical experience in paediatric critical care. Experience in academic teaching, health worker capacity building and operational research. Scientific publications. Experience in project and people management. Good communication skills, facilitation and teambuilding skills. Demonstrated personal qualities and strengths such as leadership, enthusiasm, commitment and a pioneering spirit. Computer literacy.

DUTIES : (key result areas/outputs): Academic teaching and research: Actively participate in the academic under- and postgraduate paediatric training program (including clinical teaching). Perform and supervise paediatric critical care operational research activities in the Department of Paediatrics and Child Health of the University of Stellenbosch Faculty of Health Sciences. Clinical Service: Strengthen and deliver paediatric critical care clinical services for children in the Department of Paediatrics and Child Health at Tygerberg Academic Hospital. Service co-ordination and management support: Provide support for the Clinical Unit Head in the management of the paediatric intensive care unit, including human and financial resources. Provide support for the Executive Head of Paediatrics and Child Health in strategic and financial oversight of clinical services, participate in and provide technical support in regional and provincial child activities, assist with critical care service coordination between levels of care. Assist in quality improvement activities including clinical audit, data management, monitoring and evaluation, and regular reporting on key indicators related to paediatric critical care burden of disease; manage and support staff and participate in departmental FBU activities.

ENQUIRIES APPLICATIONS : Prof P Goussard, tel. no. (021) 938-9220; email: pgouss@sun.ac.za
Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

NOTE CLOSING DATE : No payment of any kind is required for this post
: 12 July 2024

POST 22/192 : **DEPUTY DIRECTOR: HUMAN RESOURCE AND FACILITY MANAGEMENT**
Chief Directorate: Rural Health Services

SALARY : R849 702 per annum (A portion of the package can be structured according to the individual's personal needs).

CENTRE REQUIREMENTS : George Regional Hospital
Minimum educational qualification: Appropriate three-year National Diploma/Degree in Management or related field. Experience: Appropriate experience in Human Resource

management and Facility Management and Support Services in a hospital setting. Extensive supervisory and management experience. Inherent requirement of the job: Valid driver's licence (Code B/EB). Competencies (knowledge/skills): Appropriate and proven managerial experience in a Health Care environment, showing strong leadership, strategic and operational skills. Ability to lead, innovate and drive Human Resource and Facility Management initiatives. Excellent knowledge and experience in the implementation of Human Resource Management policies, procedures and practices pertaining to Human Resources, Human Resource Development and Labour Relations. Knowledge in managing all aspects of Technical and Support Services. Excellent communication (written, verbal) and conflict management skills. Proficient computer literacy (Microsoft Office package). Proven computer literacy with proficiency in MS Word, Excel and PowerPoint with the ability to understand and analyze statistical and financial information.

- DUTIES** : (key result areas/outputs): Ensure effective and efficient management of all aspects of Human Resources Management, including Labour Relations and Human Resource Development. Strategic, operational and financial Management of all Support Services including: waste management, linen, transport, porters, telecommunications, residence, food services and contracted services. Strategic management of technical services including workshop and occupational health and safety. Provide strategic management and leadership, as member of George Hospital senior management team.
- ENQUIRIES APPLICATIONS** : Mr M Vonk, tel. no. (044) 802 4534 or e-mail: Michael.vonk@westerncape.gov.za
- NOTE** : 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. Short-listed candidates will be subjected to a practical and competency test.
- CLOSING DATE** : 12 July 2024

POST 22/193 : **CLINICAL PSYCHOLOGIST (INTERN) (1 JANUARY 2025 UNTIL 31 DECEMBER 2025) (15 POSTS)**
Chief Directorate: Metro Health Services

SALARY : R675 450 per annum (A portion of the package can be structured according to the individual's personal needs).

CENTRE : Various Institutions

REQUIREMENTS : Minimum educational qualification: Honours degree in Psychology. Successful completion of the theoretical part of the master's degree in clinical psychology. Registration with a professional council: Registration with the Health Professions Council of South Africa (HPCSA) as a Clinical Psychology (Intern). Competencies (knowledge/skills): Achievement of training standards set by the HPCSA and SA Professional Board of Psychology. Ability to work accurately under pressure and maintain a high standard of professionalism. Good interpersonal and communication skills. Computer literacy.

DUTIES : (key result areas/outputs): In- and outpatient clinical assessment, psychological treatment and formulating of psychiatric conditions in adults and children. Outreach and support to district and community health clinics. Ward work will comprise of a range of psychiatric diagnoses, as well as medical wards, intellectual disability and forensic services. Conducting psychometric assessments including comprehensive neuro-psychological, personality and developmental evaluations. General and clinical administrative tasks. Participation in the academic training program of the departments of Clinical Psychology.

ENQUIRIES APPLICATIONS : Ms B Beukes, tel.no. (021) 815-8749

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. All applicants are to submit a comprehensive Curriculum Vitae; 3 referee reports and Interim Supervisors reports; Identity Document, Matric certificate, Academic transcripts and HPCSA registration certificate as Psychology Student. The interns will be exposed to different service areas, including community and district services. All applicants should indicate their preference of these 3 available training sites: Training site A (Groote Schuur, Red Cross Children's Memorial, Valkenberg and Alexander Hospital) Training site B (Tygerberg and Stikland Hospital) Training site C (Lentegeur Hospital) Applicants may be placed at other institutions, depending on the availability of posts. The applicant should indicate their preference on the online application portal. All short-listed candidates will be expected to submit a reflective task prior to the interview. It will be expected of successful candidates to provide your year-end final supervisor's report if you are selected to the Intern program.

CLOSING DATE : 12 July 2024

POST 22/194 : **THERAPEUTIC AND MEDICAL SUPPORT PROGRAMME CO-ORDINATOR: GRADE 1**

SALARY : Grade 1: R545 262 per annum

CENTRE : Red Cross War Memorial Children's Hospital, Rondebosch

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Diagnostic Radiographer or Clinical Technologist. Registration with a professional council: Registration with the HPCSA Diagnostic Radiographer or Clinical Technologist. Experience: A minimum 3 year appropriate experience after registration with the HPCSA as a Diagnostic Radiographer or Clinical Technologist.

Inherent requirements of the job: Valid (Code B/EB) driver's licence. Willingness to be on call. Competencies (knowledge/skills): Knowledge of various health information systems such as HIS, PACS/RIS, NHLS, PIIC iX, ICCA, etc. Knowledge of integration of clinical devices such as ventilators, infusion pumps/racks, blood gas analysers, etc. Knowledge of international health care standards (DICOM, IHE, HL7). Experience and skills in clinical and administrative systems support to all clinical users. Knowledge and experience of downtime procedures. Knowledge of project management processes coupled with strong business orientation. Experience in managing hardware and software information technology related activities. Knowledge and experience of medico legal policies and procedures. Knowledge and experience working in a paediatric ICU environment. Knowledge of business re-engineering and workflow management. Excellent communication skills, to effectively provide support to clinical users as well as regularly engage with various stakeholders in a professional manner. Good people management skills and a positive attitude towards working co-operatively with colleagues and stakeholders at all levels of authority. Knowledge of PACS/RIS systems; CR and Digital imaging modalities and medical imaging workflow.

DUTIES

: (key result areas/outputs): Provide clinical systems support to the ICU for the PIIC iX and ICCA systems. This includes end-user system support, software installation, clinical devices and systems integration, user access management and provide systems training. Manage and support the clinical and administrative requirements of the applicable systems within the ICU's. Manage all clinical system workflows, integrations to the clinical information management systems as well as clinical device integrations. Project manage and support when implementing new hardware or software solutions, any upgrades, or expansions. Monitor the effective and efficient functioning of the systems within the ICU at Red Cross War Memorial Children's Hospital. Manage and monitor the Service Level Agreements to ensure effective uptime and maintenance inclusive of systems backup for the various ICU systems. Ensure integration of the ventilators, infusion pump/ rack, blood gas analyser, medicine management, HIS Clinicom with PIIC iX and ICCA.

ENQUIRIES

: Dr S Salie, Tel. (021) 658 5945; email: Shamiel.Salie@uct.ac.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. 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.

CLOSING DATE

: 12 July 2024

POST 22/195

: **CHIEF RADIOGRAPHER: GRADE 1**

Central Karoo District

SALARY

: Grade 1: R545 262 per annum (Plus, 17 % non-pensionable rural allowance of your annum basic salary)

CENTRE

: Beaufort-West Hospital

REQUIREMENTS

: Minimum educational qualification: An appropriate qualification that permits registration with the Health Professions Council of South Africa (HPCSA) as a Diagnostic Radiographer. Registration with a professional council: Must be registered with the HPCSA as a Diagnostic Radiographer. Experience: A minimum of 3 years of appropriate experience as a Diagnostic Radiographer after registration with the HPCSA. Inherent requirements of the job: A valid driver's licence (Code B/EB) and willing to drive to district hospitals and clinics. Willingness to oversee and manage the radiography services across the Central Karoo District including Laingsburg and Prince Albert Hospitals. Willingness to work overtime when necessary. Competencies (knowledge/skills): Technical Proficiency and Knowledge: Possess extensive knowledge and proficiency in a range of radiographic disciplines including general, trauma, emergency, theatre, and mobile radiography. Advanced understanding of Ultrasonography and PACS (Picture Archiving and Communication System) is highly desirable. Leadership and Regulatory Compliance: Demonstrated experience in a leadership or supervisory role within radiography, with a thorough understanding of HR policies, performance management, and development strategies. Familiarity with public service policies, acts, and regulations, as well as strong competencies in radiation protection, quality assurance, and safety protocols for radiography equipment. Communication and Professional Development: Exceptional verbal and written communication skills, proficient in computer literacy with a solid foundation in MS Office suite and MS Outlook. The Chief Radiographer must integrate technical skills with managerial acumen to enhance patient care and foster a professional growth environment for staff.

DUTIES

: (key result areas/outputs): Clinical Radiography Services: Perform imaging examinations and provide comprehensive clinical radiographic services. Department Management: Manage the day-to-day operations of the radiography department, including task delegation, work schedule development, and coordination with other departments to ensure synchronized patient care. Regulatory Compliance and Quality Assurance: Ensure compliance with regulatory standards, oversee equipment maintenance, and manage quality assurance programs to maintain high-quality imaging and patient care. Administrative Responsibilities: Handle administrative duties such as budget management, resource allocation, and participation in policy development to ensure financial efficiency and adherence to best practices. Leadership and Staff Development:

		Combine technical expertise with leadership and management skills to enhance service delivery and patient outcomes, including conducting performance evaluations and fostering an environment of continuous improvement. Innovation and Continuous Improvement: Play a pivotal role in staff development and innovation in radiographic techniques and patient care practices to propel the department forward.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr A van Rooy, tel. no. (023) 414-8200
	:	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>	:	12 July 2024
<u>POST 22/196</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: OCCUPATIONAL HEALTH AND SAFETY)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R451 533 per annum Grade 2: R553 545 per annum
<u>CENTRE</u>	:	New Somerset 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 Council (SANC) as a Professional Nurse. A post-basic nursing qualification with a duration of at least 1 year accredited with the SANC in Occupational Health Nursing Science. Registration with a professional council: Registration with the SANC as a Professional Nurse. Registration with the SANC as a Professional Nurse. 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 10 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 specialty after obtaining the 1-year post-basic qualification in Occupational Health Nursing Science. Inherent requirement of the job: Valid Code (B/EB) drivers' licence. Ability to work shifts, day and night duty, weekends and public holidays. Competencies (knowledge/skills): Knowledge of Occupational Health and Risk Management. Knowledge of research methodology and Quality Management. Computer skills.
<u>DUTIES</u>	:	(key result areas/outputs): Promote wellness and prevent injuries and diseases. Training of staff on OHS matters. Provide occupational Health clinical services. Ensure a safe and healthy workplace. Provide advisory services on OHS matters. An effective and efficient administrative system and control of the occupational health clinic.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms S Basardien, tel. no. (021) 402-6485
	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	Candidates who are not in possession of the required qualification will be appointed into the general stream, and they will be required to obtain the necessary qualification within a predetermined period of time. 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: Occupational Health Nursing Science with the South African Nursing Council. The pool of applicants will be considered for other Professional Nurse Specialty posts in Occupational Health and Safety within the Chief Directorate: Metro Health Services for a period of 3 months.
<u>CLOSING DATE</u>	:	12 July 2024
<u>POST 22/197</u>	:	<u>PHARMACIST (INTERN) (1 JANUARY 2025 UNTIL 31 DECEMBER 2025) (22 POSTS)</u> Chief Directorate: Emergency and Clinical Services Support
<u>SALARY</u>	:	R417 276 per annum (A portion of the package can be structured according to the individual's personal needs)
<u>CENTRE</u>	:	Various Institutions
<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 Intern. Registration with a professional council: Registration with the South African Pharmacy Council (SAPC) as a Pharmacist Intern. Competencies (Knowledge/Skills): Ability to work accurately under pressure and maintain a high standard of professionalism. Good interpersonal and communication skills. Computer literacy. Knowledge of and ability to comply with applicable Pharmacy legislation and National and Provincial Health Policies.
<u>DUTIES</u>	:	(key result areas/outputs): Leadership by demonstrating initiative in addressing problems. Provision of Pharmaceutical Care, including prescription evaluation, dispensing of medication and provision of information to ensure patient compliance and therapeutic success. Effective medicine supply management to ensure the safe and reliable procurement, storage, control and distribution of quality pharmaceuticals. Adherence to policies, procedures and expenditure control. Assist with the training, education and development of pharmacy staff and other

healthcare workers, and promotion of public health. Quality Management by demonstrating compliance with Regulated Norms and Standards, Occupational Health & Safety control and good pharmacy practices.

ENQUIRIES : Ms D Frieslaar, E-mail address: Denise.Frieslaar@westerncape.gov.za
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. All short-listed candidates will undergo a technical competency test. A cover letter which indicates 5 institutions of preference, but the applicant may be placed at other institutions depending on availability. If the applicant does not select 5 institutions their application will not be considered. 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 with their job application / on appointment. This concession is only applicable on health professionals who apply for the first-time registration. The interviews will take place via MS Teams. Accommodation during internship will not be provided.
CLOSING DATE : 12 July 2024

POST 22/198 : **ARTISAN FOREMAN GRADE A TO B (MECHANICAL)**

SALARY : R362 130 per annum
CENTRE : Tygerberg Hospital, Parow Valley
REQUIREMENTS : Minimum educational qualification: Appropriate Trade Test Certificate. Experience: 5 years' experience as Artisan after obtaining the Trade Test Certificate. Inherent requirements of the job: A valid driver's licence (Code B/EB). Do standby duties and emergency callouts as required. Competencies (knowledge/skills): Be conversant with the requirements of the Machinery and Occupational Health and Safety Act. Computer literacy. In depth knowledge of Steam reticulation systems. Knowledge of pumps and knowledge of OHS act.

DUTIES : (key result areas/outputs): Supervise staff in Workshop and produce designs and objects with material and equipment according to job specifications and standards. Carry out technical investigations and surveys, develop repair solutions to plant, equipment and maintenance problems and render technical advice and ensure quality assurance of all work performed. Repair and install Mechanical equipment at health facilities, plants and buildings according to standards. Keep register of all work done, keep control of job cards and compile and submit reports as required. Ensure adherence to safety standards, requirements and regulations. Perform administrative duties and assist the Chief Artisan with personnel progress reports. Assist the Chief Artisan with the ordering, procurement and control of maintenance material and equipment.

ENQUIRIES : Mr D Dryling, tel.no. (021) 938-4241
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.
CLOSING DATE : 12 July 2024

POST 22/199 : **RADIOGRAPHER: GRADE 1 TO 3 (DIAGNOSTIC) (6/8th POST)**

SALARY : Grade 1: R282 393 (6/8th) per annum
Grade 2: R329 817 (6/8th) per annum
Grade 3: R386 088 (6/8th) per annum

CENTRE : Tygerberg Hospital, Parow Valley
REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Radiographer in Diagnostic Radiography. Registration with a professional council: Registration with the HPCSA as a Diagnostic Radiographer. Experience: **Grade 1:** None after registration with the HPCSA as Radiographer in Diagnostic Radiography in respect of RSA qualified employees. 1-year relevant experience after registration with the HPCSA in the relevant profession (where applicable) 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 Radiographer in Diagnostic Radiography in respect of SA qualified employees. A Minimum of 11 years relevant experience after registration with the HPCSA in the relevant profession (where applicable) 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 Radiographer in Diagnostic Radiography in respect of SA qualified employees. A minimum of 21 years relevant experience after registration with the HPCSA in the relevant profession (where applicable) 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: Render a 30 - hour service as determined by the department. Competencies (knowledge/skills): Knowledge of protocols, radiation protection, quality assurance and equipment safety. Good interpersonal skills and perform effectively as part of a multidisciplinary team. Knowledge of Patient Archiving and Communication Systems and Radiology Information Systems.

<u>DUTIES</u>	:	(key result areas/outputs): Provide a Radiographic service. Produce diagnostic images of high quality. Optimal patient care. Safe use and care of equipment. Accurate record keeping. Assist with training of community service Radiographers and students. Participate in continuing professional development activities. Participate in a after hour service of the department.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms B Dreyer, tel. no. (021) 938-5918
	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	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)".
<u>CLOSING DATE</u>	:	12 July 2024
<u>POST 22/200</u>	:	<u>LAUNDRY MANAGER</u> Directorate: Facility Management (Tygerberg Central Laundry)
<u>SALARY CENTRE REQUIREMENTS</u>	:	R255 450 per annum Head office, Cape Town
	:	Minimum educational qualification: Senior certificate or equivalent. Experience: Appropriate experience in managing an industrial laundry or a large processing plant. Inherent requirement of the job: Valid (Code B/EB) driver's licence.
<u>DUTIES</u>	:	(key result areas/outputs): Ensure that health institutions receive an adequate and regular supply of clean disinfected linen. Monitor client satisfaction via quarterly survey. Maintain and auditing Linen stock levels. Assist with procurement processes. Co-ordinate and monitor functions pertaining to HR practices (Leave Management, Disciplinary and Grievance Procedures and staff motivation). Assist to ensure cost effective in-house laundry service and expenditure control. Ensure that administrative prescripts are complied with. Overall control, co-ordination and organisation of a production line in a Central Laundry. Provide training for subordinates. Strict adherence to labour Relations and Occupational Health and Safety Act.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr F Lot, tel. no. (021) 933-0834
	:	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 the post.
<u>CLOSING DATE</u>	:	12 July 2024
<u>POST 22/201</u>	:	<u>ARTISAN PRODUCTION (MECHANICAL) GRADE A TO C</u>
<u>SALARY</u>	:	Grade A: R230 898 per annum Grade B: R270 915 per annum Grade C: R314 751 per annum
<u>CENTRE REQUIREMENTS</u>	:	Tygerberg Hospital, Parow Valley
	:	Minimum educational qualification: Appropriate Trade Test Certificate in appropriate field. Experience: Grade A: No experience required. Grade B: At least 18 years appropriate/recognisable experience in the area after obtaining the relevant Trade Test Certificate. Grade C: At least 34 years appropriate/recognisable experience in the area after obtaining the relevant Trade Test Certificate. Inherent requirements of the job: Valid (Code B/EB) driver's licence. Ability to perform standby and overtime duties. Competencies (knowledge/skills): Appropriate knowledge of mechanical, general mechanical repairs and the ability to carry out basic general welding. Appropriate knowledge of machinery, pumps, compressors, steam pressure vessels, auto claves and sterilizing equipment. Ability to work independently and under pressure, with good organisational as well as team skills. Good communication skills. Ability to plan ahead (pro-active), as well as working in a team and to learn and comply with in-house systems and procedures. Conversant with the requirements of the Machinery and Occupational Health and Safety Acts, NBR and SABA 1475. Ability to operate and use required tools and equipment skilfully and safely.
<u>DUTIES</u>	:	(key result areas/outputs): Maintain and repair all plant and equipment at the Hospital under the supervision of the Artisan Foreman. Perform necessary administrative functions, train and supervise subordinates. Assist with the execution of engineering projects and control over tools and materials. Assist Artisan Foreman with his duties.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr D Dryling, tel. no. (021) 938-4241
	:	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.
<u>CLOSING DATE</u>	:	12 July 2024
<u>POST 22/202</u>	:	<u>ADMINISTRATION CLERK: FINANCE/ADMIN</u> Directorate: Facility Management (Tygerberg Central Laundry)
<u>SALARY CENTRE</u>	:	R216 417 per annum Head Office, Cape Town

<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accounting as a passed subject and/or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas of the post. Experience: Appropriate experience in Financial Management and Supply Chain Management. Appropriate experience in LOGIS and BAS. Inherent requirement of the job: Valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Knowledge of SCM processes and the Accounting Officer System. Knowledge of LOGIS or any other provisioning system. Knowledge of Trade world.
<u>DUTIES</u>	:	(key result areas/outputs): Demand and acquisition – capture requisitions. Obtain quotations via Trade world (EPS). Place orders and receive goods/services on the system. Adjudication of bids on the EPS. Process all payments on LOGIS. Ensure that all transactions comply with legislative requirements. Prepare all documentation for journals. Update Engineers database. Assist with general ad hoc functions as and when required.
<u>ENQUIRIES</u>	:	Mr F Lot, tel. no. (021) 933-0834
<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 the post.
<u>CLOSING DATE</u>	:	12 July 2024
<u>POST 22/203</u>	:	<u>ADMINISTRATION CLERK: FINANCE</u> Chief Directorate: Emergency Clinical Services Support
<u>SALARY</u>	:	R216 417 per annum
<u>CENTRE</u>	:	Cape Medical Depot
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics or Accountancy as a passed subject or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KRA's) of the post. Experience: Appropriate experience. Inherent requirements of the job: Willingness to work overtime when required. A Valid Driver's license. Competencies (Knowledge/skills): Computer literacy (MS Word and Excel). Knowledge of LOGIS/ BAS and MEDSAS. Systematic thinking and attention to detail.
<u>DUTIES</u>	:	(key result areas/outputs): Capturing and processing of payments on receipt and in compliance to the PFMA, NTR's, PTI's and Departmental Finance Instructions and Circulars. Confirming accuracy, completeness and Validity of payment supporting documentation. Accurately calculate and deduct penalties from payment. Batching and filing of supporting documentation. Timeous resolution of supplier and management queries. Perform monthly supplier reconciliations.
<u>ENQUIRIES</u>	:	Ms C Buthelezi, tel.no. (021) 483-8804
<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.
<u>CLOSING DATE</u>	:	12 July 2024
<u>POST 22/204</u>	:	<u>OPERATOR</u> Directorate: Facilities Management (Tygerberg Central Laundry)
<u>SALARY</u>	:	R155 148 per annum
<u>CENTRE</u>	:	Head Office, Cape Town
<u>REQUIREMENTS</u>	:	Minimum requirement: Basic numeracy and literacy. Experience: Appropriate/recognisable experience in a central laundry. Inherent requirements of the job: Incumbent must be prepared to work on a rotation basis. Physically fit. Competencies (knowledge/skills): Good interpersonal skills. Sound Knowledge of Health and Safety rules in a laundry and linen environment. Sound knowledge of the disciplinary process.
<u>DUTIES</u>	:	(key result areas/outputs): Perform supervisory functions to ensure the maintenance of a clean, hygienic, and safe environment. Operating of various laundry machines and equipment. Perform daily routine inspection of machinery and operating areas. Report defects on laundry machines and equipment. Mixing of detergents and chemicals. Comply with safety standards and ensure a safe working environment.
<u>ENQUIRIES</u>	:	Mr F Lot, tel.no. (021) 933-0834
<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>	:	12 July 2024
<u>POST 22/205</u>	:	<u>FOOD SERVICES AID (2 POSTS)</u>
<u>SALARY</u>	:	R131 265 per annum
<u>CENTRE</u>	:	Tygerberg Hospital, Parow Valley
<u>REQUIREMENTS</u>	:	Minimum requirement: Basic numeracy and literacy skills. Experience: Appropriate experience in a large-scale Industrial Food Service Unit. Inherent requirements of the job: Willingness to work shifts, weekends and public holidays. Ability to work in large scale freezers and cold rooms. Physically strong to lift heavy objects and be on their feet the entire day. Competencies (knowledge/skills): Ability to function in a group and to work under pressure. Ability to prepare

<u>DUTIES</u>	:	food according to standardised recipes. Knowledge of National Food Service Guidelines. Knowledge of basic cleaning and maintenance of equipment. Good communication skills. (key result areas/outputs): Prepare, dish up and serve food for normal and special diets. Assist with the receipt, storage and stock control of food supplies. Follow and maintain hygiene and safety directives including the use of apparatus and equipment, washing of crockery and cooking utensils. Assist with the informal in-service training of new employees. Attend prescribed training courses.
<u>ENQUIRIES</u>	:	Ms R Keyser, tel. no. (021) 938-4135
<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>	:	12 July 2024
<u>POST 22/206</u>	:	<u>LINEN STORES ASSISTANT (9 POSTS)</u> Directorate: Facilities Management (Tygerberg Central Laundry)
<u>SALARY</u>	:	R131 265 per annum
<u>CENTRE</u>	:	Head Office, Cape Town
<u>REQUIREMENTS</u>	:	Minimum requirement: Basic numeracy and literacy. Experience: Appropriate laundry experience. Inherent requirement of the job: Physically fit to do manual labour.
<u>DUTIES</u>	:	(key result areas/outputs): Load/offload soiled/clean linen bags on and off trucks. Pack shelves in linen bank and packing of Linen for despatching. Empty soiled linen bags. Sort and count linen. Load and offload trolleys and push trolleys. Load linen bags on conveyer belt and on overhead rails. Clean work area.
<u>ENQUIRIES</u>	:	Mr F Lot, tel. no. (021) 933-0834
<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.
<u>CLOSING DATE</u>	:	12 July 2024
<u>POST 22/207</u>	:	<u>LAUNDRY AID (9 POSTS)</u> Directorate: Facility Management (Tygerberg Central Laundry)
<u>SALARY</u>	:	R131 265 per annum
<u>CENTRE</u>	:	Head Office, Cape Town
<u>REQUIREMENTS</u>	:	Minimum requirement: Basic literacy and numeracy skills. Experience: Appropriate Laundry and Linen experience in a Central Laundry setting. Inherent requirement of the job: Physically fit to do manual labour.
<u>DUTIES</u>	:	(key result areas/outputs): Wash, dry, fold and iron linen, clothing and other textiles. Assist with the mixing of chemicals Load and unload washing machines and tumble driers. Empty soiled linen bags for sorting, counting, sealing and stacking of linen bags for dispatching. Clean work area.
<u>ENQUIRIES</u>	:	Mr F Lot, tel. no. (021) 933-0834
<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>	:	12 July 2024
<u>POST 22/208</u>	:	<u>SESSIONAL MEDICAL OFFICER: GRADE 1 TO 3 (RHEUMATOLOGY)</u>
<u>SALARY</u>	:	Grade 1: R457 per hour Grade 2: R521 per hour Grade 3: R603 per hour
<u>CENTRE</u>	:	Groote Schuur Hospital, Observatory
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner. Registration with a professional council: Registration with the HPCSA as Medical Practitioner. Experience: Grade 1: None after registration as Medical Practitioner with the HPCSA in respect of SA-qualified employees 1-year relevant experience after registration as Medical Practitioner 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 as 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 Medical Practitioner 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 10 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 11 years' relevant experience after registration as Medical Practitioner 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. Competencies (knowledge/skills): Clinical Skills required of a Medical Officer (e.g. Assessment, diagnosis and treatment in inpatient, outpatient, and emergency contexts technical skills appropriate for investigation. Communication including

- report generation, letter writing, consultation. Effective and efficient administration. Facilitation of management system.
- DUTIES** : (key result areas/outputs): Clinical Service provision. Teaching and Training/Supervision of Junior Staff. Clinical Governance and Administration.
- ENQUIRIES** : Prof B Hodkinson, tel (021) 404 2131 or Bridget.hodkinson@uct.ac.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.
- CLOSING DATE** : 12 July 2024