

**PROVINCIAL ADMINISTRATION: GAUTENG
DEPARTMENT OF COMMUNITY SAFETY**

Gauteng DCS is an equal opportunity employer and gender sensitive employer, and it is its intention to promote retrospectivity in the Public Service through the filling of these posts. The Department committed to the achievement and maintenance of diversity and equity employment. In the filling of vacant posts, the objectives of section 195 (1) (i) of the Constitution of South Africa, 1996 (Act No: 108 of 1996), the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act No: 55 of 1998) and relevant Human Resources Directives will be taken into consideration. People with disabilities are encouraged to apply.



- APPLICATIONS** : Applicants must apply online at: www.gautengonline.gov.za / <http://professionaljobcentre.gpg.gov.za>
- CLOSING DATE** : 13 September 2024
- NOTE** : Applications must be submitted on new Z83 form, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The fully completed and signed new Z83 form should be accompanied by a recently updated comprehensive CV only (only shortlisted candidates will be required to submit certified copies of qualifications). Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA) (only when shortlisted). Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. 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 three (3) months after the closing date of this advertisement, please accept that your application was unsuccessful. All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency-based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. Suitable candidates will be subjected to a personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification. The Department of Community Safety reserves the right not to make an appointment and to use other recruitment processes. Successful completion of the Senior Management Pre-Entry Programme (Nyukela) is required before the appointment can be made. Enrolment for the course should be made on the NSG's website at <https://www.thensg.gov.za/training-course/sms-pre-entry-programme> Suitably qualified, dynamic, passionate, and experienced qualifying persons are invited to apply for the vacant position. The Department will not accept posted, emailed or hand delivered applications.

MANAGEMENT ECHELON

- POST 31/283** : **DIRECTOR LEGAL ADVISORY SERVICES**
Chief Directorate: Corporate Management Services Advertisement
- SALARY** : R1 216 824 per annum, (an all-inclusive remuneration packages)
- CENTRE** : Head Office (Johannesburg)
- REQUIREMENTS** : Grade 12. Degree in Legal / Law or equivalent qualification (NQF level 8) of 4 years or more in LLB. 5 years of experience at a middle management/ senior management level. A valid code 8/10 driver's license. No criminal record or any cases pending against you. Knowledge and Skills: Relevant legislations. Public service regulations. Relevant Traffic and Safety legislations and GPG legislations. Understanding of the department's strategic objectives. In-depth knowledge of political and parliamentary processes. Project management Knowledge and information management. Knowledge and Understanding of the PSP and RSP. Knowledge and understanding of departmental strategic priorities and programmes. Intergovernmental and Stakeholder relations management. Knowledge of advertising and promotions. Promotion of Access for Information Act (PAIA). The Constitution of the Republic of South Africa Policy Analysis and Development. Diversity Management. Basic Condition of Employment Act (BCEA). Skills: Planning and organizing. Project management. Research and Analytical. Good written and verbal communication skills. Computer literacy. Stakeholder relations. Presentation and facilitation. Public

		speaking. Negotiation Strategic Skill. Policy development. Diplomacy. Litigation procedures.
<u>DUTIES</u>	:	Manage and ensure an effective provision of professional legal advice, opinions, and litigation process. Ensure department's legal capacity is strengthen to effective legal advice and opinion. Oversee and manage a detailed legal analysis of contracts. Oversee and ensure smooth and effective legal advice and support to management. Advise & ensure compliance by the Department to International organization's requirements. Monitor the implementation of & provide advice on the interpretation and application of all pieces of legislation Manage legal resource center & legal information management. Maintain an effective statutory support services. Oversee management of contracts, service level agreement and litigation matters. Ensure legal research and opinion drafting. Formulate legal opinions & provide legal advice and support to management. Assess and ensure department's legal capacity is strengthen during negotiations on agreements, contract and litigations. Manage and ensure quality legislation within the department. Manage legal work in accordance with national laws and Constitution. Manage the developing of sound policies, document, contracts, etc. i.e. legal support in relation to policy formulation and decision-making. Assist the preparation of cabinet memoranda. Ensure the development, implementation, and monitoring of legal policies and regulations in line with national policies. Monitor the implementation of regal risk management guidelines. Manage legal strategies an ensure legal compliance. all litigations for the department. Monitor legislative developments locally and internationally in order to assist the department. Assist in the prosecution of transgression of public service laws which impacts on service delivery. Ensure compliance and advocate for legislation, regulations, acts & policies. Manage investigation projects on fraud and corrupt business and provide strategic directions. Manage resources (Human, finance, Equipment, Assets) in the Directorate. Manage and ensure proper implementation of budget by monitoring, projection and reporting of expenditure. Consolidate budget and ensure proper spending in line with strategic objectives. Ensure optimal utilization and functionality of equipment/
<u>ENQUIRIES</u>	:	Ms Makgopa Evelyn at 073 464 0234/066 156 6669 (during working hours 8h00am to 16:30pm)
<u>POST 31/284</u>	:	<u>DIRECTOR: SUPPLY CHAIN MANAGEMENT</u> Chief Directorate: Financial Management Advertisement
<u>SALARY</u>	:	R1 216 824 per annum, an all-inclusive remuneration packages.
<u>CENTRE</u>	:	Head Office (Johannesburg)
<u>REQUIREMENTS</u>	:	Relevant and recognised B Degree/Diploma in Public Administration/ Logistics/ Purchasing or equivalent. 5 years managerial experience in Supply Chain Management. Knowledge and skills: GPG and Public Service SCM policies and procedures. In Depth knowledge of Public Service Regulatory framework. In depth knowledge of PFMA, treasury Regulations, Broad based, Black Economic Empowerment Act, Preferential Procurement Act and Supply Chain Management framework. In depth knowledge of code of conduct for Supply Chain Management Practitioners. In depth knowledge of public service budget procedures. Understanding of Departments strategic objectives. Knowledge of safety and security Framework. Knowledge of BAS, SAP and other relevant information management systems. Customer relationship management, Interpersonal relations, Conflict Management, Communication Skills, Interviewing skills, Negotiation skills, facilitation skills, presentation skills, report writing skills, computer literacy.
<u>DUTIES</u>	:	Formulate and manage the departmental supply chain forecast based on de Departmental operational plans. Development of annual Procurement Plans. Development of annual Demand Plans. Manage the departmental bidding and adjudication process in line with relevant policies and standard operating procedures. Timeous evaluation. adjudication and award of tenders. Approval of quotations and purchase orders. Establish and maintain proper control systems for departmental assets and mechanisms aimed at eliminating then. losses, wastage and misuse of assets. Ensure that assets verification are conducted twice in a financial year. Monthly Asset reconciliations. Annual asset Management plans. Disposal of obsolete and redundant items Disposal of obsolete and redundant items. Ensure the asset register is updated at all times. Manage Service Level Agreements (SLAs) with supplier and service providers (Contract Management) Ensure that spending does not exceed the contracted amounts. Contract renewals done in time. Quarterly supplier performance reports. Effective and efficient Inventory Management. Ensure that stock levels are at optimum and economic levels. Annual Inventory Management plans. Quarterly stock taking of inventory. Effective and efficient Fleet Management. Increased efficiencies in the utilization of departmental fleet. Increased control

and management of Reduced risk to the department Reduce the abuse of departmental vehicles. Manage resources (Human/ Finance/Equipment/ Assets). Ensure proper implementation of budget by monitoring, projecting and reporting expenditure. Ensure proper spending in line with strategic objectives. Monitor optimal utilization and functionality of equipment. Evaluate and monitor performance of employees to ensure achievement of strategic goal. Manage the Human Resource Development of employees in the Directorate. Enhance and maintain employee motivation, assets. Evaluate and monitor performance of employees to ensure achievement of Directorate strategic goal. Manage the development of employees in the directorate. Enhance and maintain employee motivation.

ENQUIRIES : Ms Makgopa Evelyn at 073 464 0234/066 156 6669 (during working hours 8h00am to 16:30pm)

DEPARTMENT OF HEALTH

OTHER POSTS

POST 31/285 : **MEDICAL SPECIALIST REF NO: CMJAH/OB & G/01/2024 (X2 POSTS)**
Directorate: Obstetrics and Gynaecology

SALARY : R1 271 901 per annum, (all- inclusive package)
CENTRE : Charlotte Maxeke Johannesburg Academic Hospital
REQUIREMENTS : Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Obstetrics and Gynaecology. Registration with the HPCSA as Medical Specialist in Obstetrics and Gynaecology and proof of current registration. No experience required after registration with the HPCSA as a Medical Specialist. The following will be added advantage: Gynaecology oncology experience.

DUTIES : Strengthen obstetrics and gynaecological health services in the institution. Participate in clinical governance structures in the department, institution, cluster and the province. Promote clinical effectiveness in all facilities. Support cluster hospitals with all aspects of service delivery related to obstetrics and gynecology. Secondly support clinics, community health centres and primary health care outreach teams, including engaging with private sector obstetrics and gynaecologist with service delivery related matters. Facilitate and participation and the training, development, and mentorship of under- and post graduate students. This includes supporting the HOD in providing leadership and participation in teaching and research supervision. Work with public health and the districts clinical specialist teams to establish and maintain systems including surveillance, health information, communication and referral guidelines and processes to support the delivery of obstetrics and gynaecological services. Initiate, support and participate in clinical audit and quality improvement cycles with specific focus on obstetrics and gynaecology. Implement effective monitoring and evaluation processes. Effective use of data and appropriate reporting on outputs and health outcomes. Initiative, support, or participate in relevant research. Foster effective teamwork and collaboration within the cluster, DCST and University. Enable and support engagement with the local community, relevant non-government organizations and private providers. Facilitate and ensure effective communication with all management structures within the hospital, the district, the cluster and the province and assist in providing regular reports on activities and initiatives to save mothers, babies, and children. Assist with the strategic and operational planning of services in the hospital, cluster, and province. Assist with the coordination and supervision of obstetrics and gynecological services within the cluster and management of relevant human resources. Assist with recruitment processes in the department, academic circuit, and cluster. Perform any other duties as requested by the department.

ENQUIRIES Prof. L. Chauke Tel No: (011) 488 4178

Ms M.P. Rapetswa Tel No: (011) 488 3711

APPLICATIONS : Applications should be submitted at Charlotte Maxeke Johannesburg Academic Hospital, Admin Building Room 10/2. No. 17 Jubilee Road, Park town 2193, alternatively apply online (on a PDF Format only) on the following E-mail: Medicalhr.Cmjah@gauteng.gov.za. Please note that the salary will be adjusted according to years of experience as per OSD policy.

NOTE : The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialed and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae only. The Curriculum Vitae

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

- CLOSING DATE** : 13 September 2024
- POST 31/286** : **MEDICAL SPECIALIST REF NO: REFS/021188 (X4 POSTS)**
Directorate: Obstetrics and Gynaecology
- SALARY** : R1 271 901 per annum, (all- inclusive package)
- CENTRE** : Charlotte Maxeke Johannesburg Academic Hospital
- REQUIREMENTS** : Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Obstetrics and Gynaecology. Registration with the HPCSA as Medical Specialist in Obstetrics and Gynaecology and proof of current registration. No experience required after registration with the HPCSA as a Medical Specialist.
- DUTIES** : Strengthen obstetrics and gynaecological health services in the institution. Participate in clinical governance structures in the department, institution, cluster and the province. Promote clinical effectiveness in all facilities. Support cluster hospitals with all aspects of service delivery related to obstetrics and gynecology. Secondly support clinics, community health centres and primary health care outreach teams, including engaging with private sector obstetrics and gynaecologist with service delivery related matters. Facilitate and participation and the training, development, and mentorship of under- and post graduate students. This includes supporting the HOD in providing leadership and participation in teaching and research supervision. Work with public health and the districts clinical specialist teams to establish and maintain systems including surveillance, health information, communication and referral guidelines and processes to support the delivery of obstetrics and gynaecological services. Initiate, support and participate in clinical audit and quality improvement cycles with specific focus on obstetrics and gynaecology. Implement effective monitoring and evaluation processes. Effective use of data and appropriate reporting on outputs and health outcomes. Initiative, support, or participate in relevant research. Foster effective teamwork and collaboration within the cluster, DCST and University. Enable and support engagement with the local community, relevant non- government organizations and private providers. Facilitate and ensure effective communication with all management structures within the hospital, the district, the cluster and the province and assist in providing regular reports on activities and initiatives to save mothers, babies, and children. Assist with the strategic and operational planning of services in the hospital, cluster, and province. Assist with the coordination and supervision of obstetrics and gynecological services within the cluster and management of relevant human resources. Assist with recruitment processes in the department, academic circuit, and cluster. Perform any other duties as requested by the department.
- ENQUIRIES** : Prof. L. Chauke Tel No: (011) 488 4178
Ms M.P. Rapetswa Tel No: (011) 488 3711
- APPLICATIONS** : Applications should be submitted at Charlotte Maxeke Johannesburg Academic Hospital, Admin Building Room 10/2. No. 17 Jubilee Road, Park town 2193, alternatively apply online (on a PDF Format only) on the following E-mail:

		Medicalhr.Cmjah@gauteng.gov.za. Please note that the salary will be adjusted according to years of experience as per OSD policy.
<u>NOTE</u>	:	The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialed and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae only. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) –Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserve the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserves the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities, Coloured Males, Coloured Females, Indian Males and Indian Females are encouraged to apply.
<u>CLOSING DATE</u>	:	13 September 2024
<u>POST 31/287</u>	:	<u>MEDICAL REGISTRAR REF NO: REFS/021176</u> Directorate: ENT
<u>SALARY</u>	:	R949 146 per annum, (all-inclusive package)
<u>CENTRE</u>	:	Charlotte Maxeke Johannesburg Academic Hospital
<u>REQUIREMENTS</u>	:	Appropriate qualification that allows registration with HPCSA as a Medical Registrar. Registration with the HPCSA as Medical Registrar. No experience required after registration with the HPCSA as a Medical Registrar.
<u>DUTIES</u>	:	As part of the health care team, registrars participate in safe, cost-effective evidence based and compassionate patient care; including participating in outreach programs. Applies cost containment measures in the provision of patient care as trainee specialist. Registrars participates in the educational activities of their chosen specialty training program, including conducting research toward Mmed. Supervise and teach medical students, interns, medical officers and other service commitments to CMJAH and cluster hospital Commitment to overtime, Commitment to emergency care highest level of ethics, professionalism and punctuality. Expected ability to work in a team and to report all potential conflicts of interest and corruption.
<u>ENQUIRIES</u>	:	Dr S Motakef Tel No: (011) 488 4812 Ms M.P Rapetswa Tel No: (011) 488 3711
<u>APPLICATIONS</u>	:	Applications should be submitted at Charlotte Maxeke Johannesburg Academic Hospital, Admin Building Room 10/2. No. 17 Jubilee Road, Park town 2193 or applications should be submitted in a (PDF Format only) to the following email address Medicalhr.Cmjah@gauteng.gov.za. Please use the reference as subject. Please note that salary will be adjusted according to years of experience as per OSD policy.
<u>NOTE</u>	:	The new Z83 must be fully completed (please refer to the left side of Z83 special notes for clarity), it must be initialed and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in

sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) – Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. Coloured Males, Coloured Females, Indian Males and Indian Females, African males and African Females are encouraged to apply.

- CLOSING DATE** : 13 September 2024
- POST 31/288** : **MEDICAL REGISTRAR REF NO: REFS/021179**
Directorate: Internal Medicine
- SALARY** : R949 146 per annum, (all-inclusive package). Please note that salary will be adjusted according to years of experience as per OSD policy.
- CENTRE** : Charlotte Maxeke Johannesburg Academic Hospital
- REQUIREMENTS** : Appropriate qualification that allows registration with HPCSA as Medical Registrar. HPCSA registration as Medical Registrar. No experience required after registration with HPCSA as Medical Registrar. The following will be added advantage: Preference will be given to candidates with FCP (Part 1), ACLS, AMLS, Diploma in HIV Management and with post community service medical officer work experience in Internal Medicine.
- DUTIES** : As a Medical Registrar in internal Medicine, the candidate will be expected to rotate between working both in general Internal Medicine and Medical subspecialties. In General, Internal Medicine, the candidate will be responsible for the clinical management of general medical patients within any of the Wits affiliated training hospitals. They will supervise medical officers and interns and liaise with their consultants daily regarding this. They will be required to perform and teach diagnostic and therapeutic procedures concordant with a registrar's training in this regard. Other clinical duties will include managing patients at MOPD, managing patients attending the subspecialty OPD or Speciality Ward Consultations within a relevant sub-speciality. The desired candidate will be required to set an appropriate example of an exemplary medical practitioner and serve as a role model and clinical mentor to junior doctors and associated clinical staff.
- ENQUIRIES** : Prof. A Mahomed Tel No: (011) 488 3654/3554
M.P. Rapetswa Tel No: (011) 488 3711
- APPLICATIONS** : Applications should be submitted at Charlotte Maxeke Johannesburg Academic Hospital, Admin Building Room 10/2. No. 17 Jubilee Road, Park town 2193 or submit online (PDF format only) to the following email-address Medicalhr.Cmjah@gauteng.gov.za. Please use the reference as subject.
- NOTE** : The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialed and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae only. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) –Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the

statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities, Coloured Males, Coloured Females, Indian Males, Indian Females, White Males, White Females, African Females and African males are encouraged to apply.

- CLOSING DATE** : 13 September 2024
- POST 31/289** : **MEDICAL REGISTRAR REF NO: REFS/021178**
Directorate: Neurosurgery
- SALARY** : R949 146 per annum, (all-inclusive package). Please note that salary will be adjusted according to years of experience as per OSD policy.
- CENTRE** : Charlotte Maxeke Johannesburg Academic Hospital
- REQUIREMENTS** : Appropriate qualification that allows registration with HPCSA as Medical Registrar. HPCSA registration as Medical Registrar. No experience required after registration with HPCSA as Medical Registrar. The following will be added advantage: Medical practitioner minimum of 1 year experience in Neurosurgery required after Community Service. Neurosurgery intermediate college exam (passed).
- DUTIES** : The candidate will rotate on a four – monthly basis between the neurosurgery unit of all three academic teaching hospitals, CHBAH, CMJAH, AND HJH; including neurosurgery satellite hospitals (far East Rand, Thelle Mogkoatlane, sebokeng, Klersdrop_ Tshepong). Duties will include the full complement of rendering neurosurgery inpatient and outpatient services, clinical and theatre commitments; academi activities, Attendance and service at all departmental commitments is required daily including after hours. The candidate will be responsible for the clinical management of neurosurgery patients within any of the WITS affiliated training hospitals. Registrars will liaise with their consultants on a daily regarding this. This will be required to perform and teach diagnostic and therapeutic procedures concordant with a registrar’s training in this regard. Registrar duties include the participation in all academic and teaching activities of the department and encompass the completion of a MMed degree during the set time of appointment. Desired candidate will be required to set an appropriate example of an outstanding medical practitioner and serve as a role model and clinical mentor to junior doctors and associated clinical staff.
- ENQUIRIES** : Dr M R Mayoyo Tel No: (011) 717 2715
M.P. Rapetswa Tel No: (011) 488 3711
- APPLICATIONS** : Applications should be submitted at Charlotte Maxeke Johannesburg Academic Hospital, Admin Building Room 10/2. No 17 Jubilee Road, Park town 2193 or submit online (PDF format only) to the following email-address Medicalhr.Cmjah@gauteng.gov.za. Please use the reference as subject.
- NOTE** : The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialed and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae only. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) –Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within

three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities, Coloured Males, Coloured Females, Indian Males, Indian Females, White Males, White Females, African Females and African males are encouraged to apply.

- CLOSING DATE** : 13 September 2024
- POST 31/290** : **ASSISTANT MANAGER NURSING SPECIALTY STREAM REF NO: REFS/021175**
Directorate: Nursing Department – Internal Medicine
- SALARY** : R715 977 per annum, (all-inclusive - package)
CENTRE : Charlotte Maxeke Johannesburg Academic Hospital
REQUIREMENTS : Grade 12 or equivalent. Basic R425 Qualification (i.e. Diploma/ degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Registration with the SANC as Professional Nurse. A post-basic qualification with a duration of at least 1 year accredited with the SANC in post-basic Psychiatric Nursing. Have a minimum of 10 years appropriate/recognisable 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/recognisable experience after obtaining the 1-year post-basic Psychiatric Nursing. At least 3 years of the period referred to above must be appropriate /recognisable experience at management level. The following will be added advantage: Nursing administration qualification or equivalent and computer literacy.
- DUTIES** : To apply nursing legislation and related legal and ethical nursing practices to improve and maintain service delivery. To ensure clinical nursing practice by the nursing team (unit) in accordance with the scope of practice and nursing standards as determined by the institution. To promote quality of nursing care as directed by the professional scope of practice and standards as determined by the institution. To apply basic HR and financial policies when coordinating care to our patients and other stakeholders. To do hospital departmental calls as required by the service. To demonstrate effective communication with patients and relatives, supervisors, other health professionals and junior colleagues including more complex report writing when required. To work as part of the multi- disciplinary team on a supervisory level to ensure good nursing care by the nursing team. To work as part on the palliative care for the institution. To work effectively and amicably at a supervisory level, with persons of diverse intellectual, cultural, racial or religious differences and able to manage own work, time and that of junior colleagues to ensure proper nursing service in the unit. To provide support and advice to health and educational institutions within the cluster and catchment area. Control the provision of nursing care through staff scheduling and supervision. To ensure that the environment complies with the Health and Safety Act and Infection and Prevention Control Policies. See in-service training as part of the daily duties. Ensure effective and efficient budget control and assets control for the department. Expected to relieve the Nursing Manager in her absence.
- ENQUIRIES** : Mr GNB Moeng Tel No: (011) 488 3424
Ms L. Maseko Tel No: (011) 488 4732
- APPLICATIONS** : Applications should be submitted at Charlotte Maxeke Johannesburg Academic Hospital, No 17 Jubilee Road, Parktown, 2193, Admin Building, Room 08 or alternatively submit online (On a PDF Format only) to the following E-Recruitment portal: <http://professionaljobcenter.gpg.gov.za>. Please use the reference as the subject. Please note that salary will be adjusted according to years of experience as per OSD policy.
- NOTE** : The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialed and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective

dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) –Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities, Coloured Males, Coloured Females, Indian Males and Indian Females, White Females and White Males, African Males and African Females are encouraged to apply.

- CLOSING DATE** : 13 September 2024
- POST 31/291** : **CHIEF SPEECH THERAPIST REF NO: REFS/021180**
Directorate: Speech Therapy and Audiology
- SALARY** : R545 262 per annum, (plus benefits)
- CENTRE** : Charlotte Maxeke Johannesburg Academic Hospital
- REQUIREMENTS** : Appropriate qualification that allows for the required registration with the Health Professional Council of South Africa (HPCSA) in speech therapy or speech therapy and audiology. Registration with the HPCSA in Speech Therapy or Speech Therapy and Audiology. A minimum of 3 years appropriate experience in speech therapy or speech therapy and audiology after registration with the HPCSA as an Independent Practitioner. The following will be added advantage: Experience in management of speech, language, communication and feeding difficulties in the adult population Knowledge: Public Service Act and Regulations. Batho-Pele principles. PFMA Quality Assurance. Labour relations: Disciplinary and Conflict Management Procedures. Skills: Communication (written and verbal). Ability to work under pressure in a challenging environment. Interpersonal and Listening skills. Computer Literacy. Research skills. The following will be an added advantage: Working experience in an academic hospital with the adult population.
- DUTIES** : To coordinate and provide effective speech therapy service to in and outpatients. Manage a team of (3 to 5 speech therapists) within the speech therapy and audiology department. To be responsible for the management of the adult speech therapy services and to ensure the implementation and review of evidence-based protocols and procedures, and regular clinical monitoring of service provision and the ongoing development of services. Planning and problem solving appropriately. Identifying departmental needs, managing waiting list, participating in implementing new services and developing management protocols for improved patient care. Control the identification of needs of therapeutic programmes and the execution thereof. Ensure quality/risk management and control. Develop and review departmental policies, procedures and protocols and ensure adherence to applicable health legislation. Manage, monitor assistive devices and control. Appropriate budgeting and demand plan. To manage all resources appropriately. Keep records, manage information and write reports as per provincial guidelines. Monitor, improve and report on the quality of teamwork. Provide mentoring to team members and identify training needs of team members and implement skills development programme. Collect and analyse data and contribute research. To participate in all department, hospital and provincial activities. To work within an MDT approach including attendance and participation in providing education and counselling to patients, family and caregivers and participation in MDT meetings. Monitoring and reviewing patient progress. Documenting patient information, statistics, attending ward rounds, discussions and meeting within a multidisciplinary team. Contributing to service development by monitoring, evaluating and co-ordinating existing and new services. Providing public education regarding feeding and communication difficulties. To comply with all departmental procedures and protocols. To

manage all resources appropriately. To complete monthly statistics and reports. To participate in all departmental, hospital and provincial activities. Reportable to the assistant director of speech therapy and Audiology. Comply with Performance Management and Development System (contracting, quarterly reviews, and final assessments).

- ENQUIRIES** : Ms.A. Alli Tel No: (011) 488 4230/4296
Ms M.P.Rapetswa Tel No: (011) 488 3711
- APPLICATIONS** : Please note that the salary will be adjusted according to years of experience as per OSD policy. Applications should be submitted on a (PDF Format only) to the following email-address: Medicalhr.Cmjah@gauteng.gov.za, Please use the reference as the subject. Alternatively submit to Charlotte Maxeke Johannesburg Academic Hospital, No 17 Jubilee Road, Parktown, 2193, Admin Building, Room 10/02.
- NOTE** : The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialled and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae only. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/Y YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) - Verification (Reference checks- Provide at least 3 off which one must be an immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the posts). The Gauteng Department of Health is guided by the principles of Employment Equity, People with disabilities, African Males, Coloured Males, Coloured Females, Indian Males, Indian Females, White Males, White Females and African Females are encouraged to apply.
- CLOSING DATE** : 13 September 2024
- POST 31/292** : **CHIEF OCCUPATIONAL THERAPIST REF NO: REFS/021181**
Directorate: Occupational Therapy
- SALARY** : R545 262 per annum, (plus benefits)
CENTRE : Charlotte Maxeke Johannesburg Academic Hospital
REQUIREMENTS : Appropriate qualification that allows registration with the HPCSA in Occupational Therapy. Registration with the HPCSA in Occupational Therapy. A minimum of 3 years appropriate experience in Occupational therapy after registration with the HPCSA. The following will be added advantage: Experience in managing a subsection. Have knowledge of psychiatry and vocational rehab.
- DUTIES** : Assessment and treatment of in and outpatients in the designated subsection. Management of the designated subsection. Evaluation of staff and students. Contribute to research activities and continuing professional education. Management of human resource and financial component in subsection. Draw up treatment programmes and protocols in subsection. Organisation skills.
- ENQUIRIES** : MS V.Yip Tel No: (011) 488 4458
Ms M.P. Rapetwa Tel No: (011) 488 3711
- APPLICATIONS** : Applications should be submitted strictly on a (PDF Format only) to the following email-address Medicalhr.Cmjah@gauteng.gov.za. Please use the reference as subject, alternatively submit at Charlotte Maxeke Johannesburg Academic Hospital, No 17 Jubilee Road, Parktown, 2193, Admin Building, Room 10/02.
- NOTE** : The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialled and signed. On the Z83 the Department where position was advertised it should state Department of

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

- CLOSING DATE** : 13 September 2024
- POST 31/293** : **PROFESSIONAL NURSE SPECIALTY PNB1-2 REF NO: REFS/021405 (X14 POSTS)**
Directorate: Nursing
- SALARY** : Grade 1: R451 533 per annum, (plus benefit)
Grade 2: R553 545 per annum, (plus benefit)
- CENTRE** : Dr George Mukhari Academic Hospital:
Child Nursing Science (X1 Post)
Advanced Midwifery Nursing Science (X3 Posts)
Advanced Psychiatric Nursing Science (X2 Posts)
Theatre Nursing (X2 Posts)
Ophthalmology (X2 Posts)
Oncology Nursing Science (X2 Posts)
Critical Care Nursing Science (X2 Posts)
- REQUIREMENTS** : A Basic R425 qualification (i.e. diploma/ degree in nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse. Registration with the SANC as Professional Nurse and current registration. A post-basic nursing qualification with duration of at least 1 year, accredited with the SANC in one of the specialties stated above. Be able to demonstrate an understanding of nursing legislation and related legal and ethical nursing practices. **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 period must be appropriate /recognizable experience after obtaining the 1 year post basic qualification in the relevant specialty and service record will be submitted by shortlisted candidates.
- DUTIES** : Perform a clinical nursing practice in accordance with the scope of practice and required nursing standards. Promote quality of nursing care as directed by professional scope of practice and standards as determined by the relevant health facility. Able to plan and organize own work and ensure proper nursing care. Demonstrate effective communications with patients, supervisors and other stake holders including report writing when required. Work as part of the multi-disciplinary team to ensure good nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial, or religious differences. Display a concern for patients, promoting proper treatment and care including awareness and willingness to respond to patient's needs, requirements, and expectations (Batho Pele).
- ENQUIRIES** : Acting Director Nursing: Ms. TP Zulu Tel No: (012) 529 3463

<u>APPLICATIONS</u>	:	Applications can be delivered to: Dr. George Mukhari Academic Hospital, 3111 Setlogelo Drive, Ga-Rankuwa, 0208. ABT 06 (HR Registry) or posted to: Dr. George Mukhari Academic Hospital, Private Bag X422, Pretoria, 0001. Applications may also be uploaded online at www.gautengonline.gov.za or http://professionaljobcentre.gpg.gov.za
<u>NOTE</u>	:	Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the completed CV and new updated Z83 form obtainable from any Public Service Department or on the internet at www.gov.za/documents . All shortlisted candidates shall undertake a pre-entry practical exercise as part of the assessment method Received applications using the incorrect application for employment (old Z83) will not be considered. Each application for employment must be fully completed, initialled, and signed by the applicant. Failure to complete will lead to disqualification during the selection process. Section A, B, C and D must be completed in full. Section E, F and G: Noting that there's a limited space provided applicants often indicate "refer to Curriculum Vitae (CV) or see attached", this is acceptable as long as the CV has been attached and provides the required information. The question that relates to conditions that prevents re-appointment under part F must be answered. Declaration must be completed and signed). Only shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the day of the interview. Please ensure that the specific reference number is quoted correctly. Correspondence will be entered with shortlisted candidates only. If you have not been contacted within three (3) months after closing date of this advertisement, please accept that your application was unsuccessful. The employer reserves the right to fill this position. It is legislative requirement that all newly appointed staff members be subjected to Personnel Suitability Check (PSC)- Verification, upon appointment within the department. This verification processes entails reference checks, identity verification, qualification verification, criminal records checks. Successful candidates will be subjected to OHS medical surveillance as required by HBA regulations within OHS Act 85 of 1993.
<u>CLOSING DATE</u>	:	13 September 2024
<u>POSTS 31/294</u>	:	<u>PROFESSIONAL NURSE SPECIALTY PNB1-2 CRITICAL CARE NURSING SCIENCE REF NO: REFS/021406 (X2 POSTS)</u> Directorate: Nursing
<u>SALARY</u>	:	Grade 1: R451 533 per annum, (plus benefit) Grade 2: R553 545 per annum, (plus benefit)
<u>CENTRE</u>	:	Dr George Mukhari Academic Hospital
<u>REQUIREMENTS</u>	:	A Basic R425 qualification (i.e., diploma/ degree in nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse. Registration with the SANC as Professional Nurse and current registration. A post-basic nursing qualification with duration of at least 1 year, accredited with the SANC in one of the specialties stated above. 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/ recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the above period must be appropriate /recognizable experience after obtaining the 1 year post basic qualification in the relevant specialty and service record will be submitted by shortlisted candidates. At least three (03) months Experience in Child Nursing will serve as an added advantage.
<u>DUTIES</u>	:	Perform a clinical nursing practice in accordance with the scope of practice and required nursing standards. Demonstrate an understanding of nursing legislation and related legal and ethical nursing practice. Promote quality of nursing care as directed by professional scope of practice and standards as determined by the relevant health facility. Able to plan and organise own work and ensure proper nursing care. Demonstrate effective communications with patients, supervisors and other stake holders including report writing when required. Work as part of the multi-disciplinary team to ensure good nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial, or religious differences. Display a concern for patients, promoting proper treatment and care including awareness and willingness to respond to patient's needs, requirements, and expectations (Batho Pele).
<u>ENQUIRIES</u>	:	Acting Director Nursing: Ms. TP Zulu Tel No: (012) 529 3463
<u>APPLICATIONS</u>	:	Applications can be delivered to: Dr. George Mukhari Academic Hospital, 3111 Setlogelo Drive, Ga-Rankuwa, 0208. ABT 06 (HR Registry) or posted to: Dr. George Mukhari Academic Hospital, Private Bag X422, Pretoria, 0001. Applications may also be uploaded online at www.gautengonline.gov.za or http://professionaljobcentre.gpg.gov.za

<u>NOTE</u>	:	Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the completed CV and new updated Z83 form obtainable from any Public Service Department or on the internet at www.gov.za/documents . All shortlisted candidates shall undertake a pre-entry practical exercise as part of the assessment method Received applications using the incorrect application for employment (old Z83) will not be considered. Each application for employment must be fully completed, initialled, and signed by the applicant. Failure to complete will lead to disqualification during the selection process. Section A, B, C and D must be completed in full. Section E, F and G: Noting that there's a limited space provided applicants often indicate "refer to Curriculum Vitae (CV) or see attached", this is acceptable as long as the CV has been attached and provides the required information. The question that relates to conditions that prevents re-appointment under part F must be answered. Declaration must be completed and signed). Only shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the day of the interview. Please ensure that the specific reference number is quoted correctly. Correspondence will be entered with shortlisted candidates only. If you have not been contacted within three (3) months after closing date of this advertisement, please accept that your application was unsuccessful. The employer reserves the right to fill this position. It is legislative requirement that all newly appointed staff members be subjected to Personnel Suitability Check (PSC)- Verification, upon appointment within the department. This verification processes entails reference checks, identity verification, qualification verification, criminal records checks. Successful candidates will be subjected to OHS medical surveillance as required by HBA regulations within OHS Act 85 of 1993.
<u>CLOSING DATE</u>	:	13 September 2024
<u>POST 31/295</u>	:	<u>OPERATIONAL MANAGER SPECIALTY PN-B3 ONCOLOGY NURSING SCIENCE REF NO: REFS/021408 (X1 POST)</u> Directorate: Nursing
<u>SALARY</u>	:	Grade 1: R451 533 per annum, (plus benefit) Grade 2: R553 545 per annum, (plus benefit)
<u>CENTRE REQUIREMENTS</u>	:	Dr George Mokhari 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. A post basic nursing qualification with duration of at least 1 year accredited with SANC in the relevant specialty (Oncology Nursing Science) with Child /Paediatric nursing experience of at least one (01) year. Registration with SANC as Professional Nurse. Proof of current registration as Professional Nurse. 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 speciality after obtaining the 1 year post basic qualification in the relevant specialty. Knowledge of Computer literacy. Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices and how these impacts on service delivery. Degree/ Diploma in Nursing Management will be an added advantage.
<u>DUTIES</u>	:	Ensure clinical nursing practice by the nursing team in accordance with the scope of practice and nursing standards as determine 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 a basic understanding of HR and financial policies and practices. Demonstrate effective communication with patients, supervisors, other health professionals and subordinates, 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 service in the unit. Display a concern for patients, promoting, advocating, and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Able to develop contacts, 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. Implement nursing legislations and related legal and ethical nursing practices. Compile and analyze reports to improve quality of patient care. Manage resources effectively and efficiently in the unit. Must be prepared to work night shifts when needs arise and relieve the supervisor when required. Ability to function as part of a team and display good professional image.

- ENQUIRIES** : Acting Director Nursing: Ms. TP Zulu Tel No: (012) 529 3463
- APPLICATIONS** : Applications can be delivered to: Dr. George Mukhari Academic Hospital, 3111 Setlogelo Drive, Ga-Rankuwa, 0208. ABT 06 (HR Registry) or posted to: Dr. George Mukhari Academic Hospital, Private Bag X422, Pretoria, 0001. Applications may also be uploaded online at www.gautengonline.gov.za or <http://professionaljobcentre.gpg.gov.za>
- NOTE** : Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the completed CV and new updated Z83 form obtainable from any Public Service Department or on the internet at www.gov.za/documents. All shortlisted candidates shall undertake a pre-entry practical exercise as part of the assessment method Received applications using the incorrect application for employment (old Z83) will not be considered. Each application for employment must be fully completed, initialled, and signed by the applicant. Failure to complete will lead to disqualification during the selection process. Section A, B, C and D must be completed in full. Section E, F and G: Noting that there's a limited space provided applicants often indicate "refer to Curriculum Vitae (CV) or see attached", this is acceptable as long as the CV has been attached and provides the required information. The question that relates to conditions that prevents re-appointment under part F must be answered. Declaration must be completed and signed). Only shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the day of the interview. Please ensure that the specific reference number is quoted correctly. Correspondence will be entered with shortlisted candidates only. If you have not been contacted within three (3) months after closing date of this advertisement, please accept that your application was unsuccessful. The employer reserves the right to fill this position. It is legislative requirement that all newly appointed staff members be subjected to Personnel Suitability Check (PSC)- Verification, upon appointment within the department. This verification processes entails reference checks, identity verification, qualification verification, criminal records checks. Successful candidates will be subjected to OHS medical surveillance as required by HBA regulations within OHS Act 85 of 1993.
- CLOSING DATE** : 13 September 2024
- POST 31/296** : **SPEECH THERAPIST REF NO: REFS/021184**
Directorate: Speech Therapy and Audiology
- SALARY** : R376 524 per annum, (plus benefits)
- CENTRE** : Charlotte Maxeke Johannesburg Academic Hospital
- REQUIREMENTS** : Appropriate qualification that allows for the required registration with the Health Professional Council of South Africa (HPCSA) in the Speech and Audiology profession. Registration with the HPCSA in Speech and Audiology. (RSA: No experience required after registration with the HPCSA in the Speech and Audiology profession in respect of RSA qualified employees who performed community service in Speech and Audiology profession as required in South Africa). Foreigner: 1-year relevant experience after registration with HPCSA in the Speech and Audiology profession in respect of foreign qualified employees, of whom it is not required to perform community service as required in South Africa. Knowledge: Knowledge and skills in early childhood intervention, management of paediatric inpatients and outpatients (dysphagia and communication). Ability to work in a team, plan organise and coordinate clinical services. Public Service Act and Regulations. Batho-Pele principles. PFMA. Quality Assurance. Labour relations: Disciplinary and Conflict Management Procedures. Skills: Communication (written and verbal). Ability to work under pressure in a challenging environment. Interpersonal and Listening skills. Computer Literacy. Research skills. The following will be an added advantage: Experience in VFS/MBS, feeding disorders, Alternative Augmentative Communication (Low and High Tech), patients with neurological disorders and Tracheostomies and PEG management.
- DUTIES** : To assess manage speech, language, communication and feeding difficulties in the neonatal and paediatric population. Assessing, diagnosing and managing patients within a multi-disciplinary team setting. Planning and problem solving appropriately. Providing education and counselling to patients, family and caregivers. Selecting issuing and training appropriate use of assistive devices. Monitoring and reviewing patient progress. Documenting patient information, statistics, attending ward rounds, discussions and meeting within a multidisciplinary team. Contributing to service development by monitoring, evaluating and co-ordinating existing and new services. Identifying departmental needs, participate and contribute to service development, managing waiting list, participating in implementing new services and developing management protocols for improved patient care. Providing public education regarding feeding and communication difficulties. To comply with all

departmental procedures and protocols. To manage all resources appropriately. To complete monthly statistics and reports. To participate in all departmental, hospital and provincial activities. To work with in an MDT approach including attendance and participation in MDT meetings. To assist with student supervision.

ENQUIRIES

: Ms A. Alli Tel No: (011) 488 4230/4296

Ms M.P. Rapetswa Tel No: (011) 488 3711

APPLICATIONS

: Please note that the salary will be adjusted according to years of experience as per OSD policy. Applications should be submitted on a (PDF Format only) to the following email-address: Medicalhr.Cmjah@gauteng.gov.za. Please use the reference as the subject, alternatively submit at: Charlotte Maxeke Johannesburg Academic Hospital, No 17 Jubilee Road, Parktown, 2193, Admin Building, Room 10/02.

NOTE

: The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialled and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae only. The Curriculum Vitae should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/Y YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications and other relevant documents on or before the interview. Personnel Suitability Checks (PSC) - Verification (Reference checks- Provide at least 3 off which one must be an immediate supervisor and must be contactable, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) (Only when shortlisted). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. Institutions reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the posts). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities, African Males, Coloured Males, Coloured Females, Indian Males, Indian Females, White Males, African Females and White Females are encouraged to apply.

CLOSING DATE

: 13 September 2024