

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

This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department.

CLOSING DATE : 09 February 2024

NOTE : Applications must be submitted on the new prescribed application form Z83 of the Public Service Act, obtainable from any Public Service Department or any Public Service Administration website. Applicants must complete Z83 and a detailed/comprehensive Curriculum Vitae, indicating positions held, dates and key performance responsibilities. Only shortlisted candidates will be required to submit certified copies of their qualifications and relevant documents on or before the day of the interview proceedings following communication from the Human Resource Management Recruitment and Selection Unit. Failure to submit the requested documents or information will result in your application not being considered. The employment decision shall be informed by the Employment Equity Plan of the Northern Cape Department of Health. Should an applicant wish to apply for more than one post, separate applications must be submitted for all posts. If you have not been contacted within eight (8) weeks after the closing date of this advertisement, please accept that your application was unsuccessful. Suitable candidates will be subjected to a personnel suitability check (criminal record, qualification verification and employment verification). Where applicable, candidates will be subjected to a skills/knowledge test. The Department reserves the right not to make any appointment(s) to the above post. The successful candidate will be expected to sign a performance agreement. The Department of Health is an equal opportunity affirmative action employer. The employment decision shall be informed by the Employment Equity Plan of the Department. It is the Department's intention to promote equity (race, gender and disability) through the filling of this post(s) with a candidate whose transfer / promotion / appointment will promote representivity in line with the numerical targets as contained in our Employment Equity Plan.

OTHER POSTS

POST 03/51 : **MEDICAL OFFICER REF NO: NCDOH 01/2024 (X14 POSTS)**

SALARY : Grade 1: R906 540 per annum, (TCE package)
Grade 2: R1 034 373 per annum, (TCE package)
Grade 3: R1 197 150 per annum, (TCE package)

CENTRE REQUIREMENTS : Robert Mangaliso Sobukwe Hospital, Kimberley

: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner, 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.

- DUTIES** : The candidate will be expected to render quality patient-care for all patients within in the relevant unit. Exam, investigate, diagnose and the treatment of patients. Participation in activities within the discipline including case presentation and other departmental/unit meetings. Render applicable administration function, attend meetings, workshops and training as directed by the Head of Department. Observe and comply with all departmental policies and guidelines regulating employment relationships and clinical functioning. Perform duties as assigned by the supervisor and other senior officials.
- ENQUIRIES** : Dr E Olivier, Ms M Visser Tel No: (053) 802 2124
- APPLICATIONS** : Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered
- POST 03/52** : **ASSISTANT MANAGER NURSING (PRIMARY HEALTH CARE) REF NO: NCDOH 02/2024 (X1 POST)**
- SALARY** : R683 838 per annum
- CENTRE** : Dawid Kruiper Sub-District 1&2, ZF Mgcawu District
- REQUIREMENTS** : Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. A post-basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in one of the specialties referred to in the glossary of terms. Registration with the SANC as Professional Nurse. A post-basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in one of the specialties: Clinical Nursing Science, Health Assessment and Treatment (PHC), A valid B (08) driver's license is an inherent requirement. Experience: **Grade 1:** 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 in the specific specialty after obtaining the 1-year post-basic qualification in the relevant specialty. Knowledge of the District Health System. Knowledge and experience in Health Programmes i.e. HIV, TB MCWH/PMTCT. Knowledge of District Health Services and Health Information Systems. At least 3 years of the period referred to above must be appropriate/ recognisable experience at management level. Skills Profile: Leadership, organisational, decision making and problem-solving abilities within the limit of the public sector and institutional policy framework, Interpersonal skills including public relations, negotiating, conflict handling and counselling skills, Financial and budgetary knowledge pertaining to the relevant resources under management, Insight into procedures and policies pertaining to nursing care, Computer skills in basic programmes.
- DUTIES** : Provision of quality comprehensive community health care, Provision of administrative services, Provision of educational services, Provision of clinical services, Usage of equipment and machinery.
- ENQUIRIES** : Mr F van Neel Tel No: (054) 337 0600
- APPLICATIONS** : Applications must be e-mailed to fvanneel@ncpg.gov.za or hand delivered at ZF Mgcawu District Office, 110 Schroeder Street, Upington. Applicants must complete an application register when an application is hand delivered.
- POST 03/53** : **OPERATIONAL MANAGER SPECIALTY (HOSPITAL) REF NO: NCDOH 03/2024 (X2 POSTS)**
- SALARY** : R627 474 – R703 752 per annum
- CENTRE** : Dr Harry Surtie Hospital Hospital, Upington
- REQUIREMENTS** : Basic R 425 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 a Professional Nurse. A Post – basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in Paediatric Nursing Science, Advanced Paediatric and Neonatal Nursing Science. Experience: **Grade:** A minimum of 9 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience

		in the specific specialty after obtaining the 1-year post – basic qualification in the relevant specialty.
<u>DUTIES</u>	:	Ensure quality of nursing care as directed by professional scope of practice and set nursing standards within a professional / legal framework. Be able to manage an Accident and Emergency Department effectively. Allocate staff and monitor competencies to improve needs of patients. Ensure clinical nursing practice by the nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Demonstrate an in-depth knowledge of nursing legislation and related legal and ethical nursing practices and how these impacts on service delivery. Participate in training, research and self-development. Demonstrate a basic understanding of HR and financial policies and practices. Implementation of institutional SOPs and National guidelines. Must be able to work shifts including rotation and relieving night duty. Ability to function as part of a team and display good professional image. Demonstrate basic computer literacy as a supporting tool to enhance service delivery. Demonstrate effective communication with patients, supervisors, subordinates and other health professionals including more complex report writing when required. Display a concern for patients, promoting, advocating and facilitating proper treatment, care and ensuring that the unit adheres to the principles of Batho Pele. Promote achievement of National Core Standards and Ideal Hospital targets.
<u>ENQUIRIES</u>	:	Mr J Berend Tel No: (054) 332 9094
<u>APPLICATIONS</u>	:	Please note applications can be hand delivered to the front reception of Dr Harry Surtie Hospital in Upington or E-Mailed at johnberend87@gmail.com
<u>POST 03/54</u>	:	<u>OPERATIONAL MANAGER SPECIALTY REF NO: NCDOH 04/2024 (X2 POSTS)</u>
<u>SALARY</u>	:	R627 474 – R703 752 per annum
<u>CENTRE</u>	:	Robert Mangaliso Sobukwe Hospital, Kimberley
<u>REQUIREMENTS</u>	:	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 nursing qualification, with a duration of at least 1 year, accredited with the SANC in Adult ICU and Surgical Recovery. Experience: Grade 1: A minimum of 9 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience in the specific specialty after obtaining the 1-year post-basic qualification in the relevant specialty.
<u>DUTIES</u>	:	Coordination of optimal, holistic specialised nursing care provided within the set standards and professional/legal framework. Manage effectively the utilisation and supervision of resource both physical and human resources. Coordination of the provision of effective training and research. Provision of effective support of nursing services. Maintain professional growth/ethical standards and self-development.
<u>ENQUIRIES</u>	:	Dr E Olivier, Ms M Visser Tel No: (053) 802 2124
<u>APPLICATIONS</u>	:	Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered
<u>POST 03/55</u>	:	<u>ASSISTANT DIRECTOR- FORENSIC ANALYSIS REF NO: NCDOH 05/2024 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R578 367 per annum
<u>CENTRE</u>	:	ZF Mgcawu District, Upington
<u>REQUIREMENTS</u>	:	Degree or Advanced Diploma (NQF7) in a health-related field is a prerequisite. Degree/Advanced Diploma/Diploma in management would serve as an added advantage. A minimum of 5 years in senior managerial (director level) experience in the health sector is a requirement. A valid B (08) driver's license is an inherent requirement. Skills Profile: Completed 3 year post matric qualification, Computer Literacy, Managerial and planning skills, Good working knowledge of relevant legislation, regulations and policies governing medico-legal procedures and investigations, Ability to communicate clearly and discreetly in person and in writing Ability to achieve and maintain good interpersonal working relations with staff and

		stakeholders, with knowledge of Batho Pele Principles, Knowledge of professional and ethical code of conduct.
<u>DUTIES</u>	:	Conduct support visits for monitoring and evaluation to strengthen Forensic Services, Coordinate services and direct resources for collection and transportation of corpses in the region, optimally equip all Forensic mortuaries in the region with tools of trade for effective functioning, Provide leadership and strategic direction by managing administer EPMDS and overtime, Consolidation and submission of reports from mortuaries in the region.
<u>ENQUIRIES</u>	:	Mr F van Neel Tel No: (054) 337 0600
<u>APPLICATIONS</u>	:	Applications must be e-mailed to fvanneel@ncpg.gov.za or hand delivered at ZF Mgcau District Office, 110 Schroeder Street, Upington. Applicants must complete an application register when an application is hand delivered
<u>POST 03/56</u>	:	<u>CLINICAL PROGRAM COORDINATOR (QUALITY ASSURANCE) REF NO: NCDOH 06/2024 (X1 POST)</u>
<u>SALARY</u>	:	R497 193 per annum
<u>CENTRE</u>	:	Robert Mangaliso Sobukwe Hospital, Kimberley
<u>REQUIREMENTS</u>	:	Appropriate Qualification in General Nursing (Preferably Diploma in Infection Control). Registration Certificate with SANC as a Professional Nurse. Experience: A minimum of 7 years appropriate/ recognizable experience in Nursing after registration as a Professional Nurse with SANC as a General Nurse. Competencies: Knowledge of Infection Control practices, relevant legislation, policies, protocols and procedures. Knowledge of Public Service Policies, Acts and Regulations. Knowledge of Nursing Care processes and procedures, nursing statutes and other relevant legal frameworks. Good communication skills, verbal and written. Good leadership, interpersonal, problem solving, conflict management, decision making, coordinatng, negotiation and facilitation skills. Knowledge and experience in implementation of Batho Principles, Patient Right Charter, Code of Conduct and Labour Relations. Knowledge of National Core Standards and other relevant public service programmes.
<u>DUTIES</u>	:	Ensure and maintain an effective hospital infection surveillance system in alignment with the infection control practices. Develop and implement Quality Assurance programme, guidelines, protocols, norms, and standards. Develop and implement Quality Assurance Operational Plans and participate in the development of institutional plan. Develop and monitor the implementation of continuous infection control measures through conditions education and training programmes. Maintain and sustain norms, standard and good governance of clinical and non-clinical areas. Provide leadership and guidance with regard to quality patient care and maintain compliance to the National Core Standards.
<u>ENQUIRIES</u>	:	Dr E Olivier, Ms M Visser Tel No: (053) 802 2124
<u>APPLICATIONS</u>	:	Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered.
<u>POST 03/57</u>	:	<u>OPERATIONAL MANAGER GENERAL GRADE REF NO: NCDOH 07/2024 (X1 POST)</u>
<u>SALARY</u>	:	R497 193 per annum
<u>CENTRE</u>	:	Northern Cape Mental Health & DRTB, Kimberley
<u>REQUIREMENTS</u>	:	Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Registration with SANC as Professional Nurse. Experience: A minimum of 7 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing.
<u>DUTIES</u>	:	Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care. Coordinate and monitor the implementation of nursing care plan and evaluation thereof. Provide relevant health information to health care users to assist in achieving optimal health care and rehabilitation of patients; Maintain constructive working relationships with nursing and other stakeholders (i.e. interprofessional, inter-sectoral and multi-disciplinary teamwork. Manage and monitor proper utilization of human, financial and physical resources.

Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures:

ENQUIRIES APPLICATIONS : Ms A Mintor, Assistant Manager Nursing Tel No: (071) 411 5077
 : Please note applications can be hand delivered to the front reception of James Exum Building or E-Mailed at nhealthhr@ncpg.gov.za

POST 03/58 : **PROFESSIONAL NURSE (SPECIALTY NURSING) OPHTHALMOLOGY REF NO: NCDOH 08/2024 (X1 POST)**

SALARY : Grade 1: R431 265 – R497 193 per annum
 : Grade 2: R528 696 – R645 720 per annum

CENTRE REQUIREMENTS : Pixley Ka Seme District Office
 : A basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Post basic/advanced nursing qualification, with duration of at least 1 year accredited with the SANC in one of the specialties referred to above. Registration with the SANC as Professional Nurse. Experience: **Grade 1:** A minimum of 4 years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. **Grade 2:** A minimum of 14 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in the specific specialty after obtaining the 1-year post-basic qualification in the relevant specialty.

DUTIES : Provision of optimal, holistic specialised nursing care with set standards and within a professional/legal framework: To assist in planning/organising and monitoring of the objectives of the specialised unit in consultation with subordinates. To provide a therapeutic environment for staff, patients, and the public. To provide comprehensive, quality nursing care as a member of the multi-disciplinary team according to the identified needs of the patient, based on scientific principles. To delegate duties and support staff in the execution of patient care delivery. To provide direct and indirect supervision of all nursing staff/housekeeping staff and to give guidance. To ensure continuity of patient care on all levels e.g. workbook, handover rounds. To liaise and communicate with the multi-disciplinary team as well as other departments within the hospital e.g. during operational meetings with nursing supervisor and subordinates. Participation in training and research: To assist in orientation, induction and mentoring of all nursing staff and orientation of other staff. To assist in the planning and co-ordination of training and promote learning opportunities for all nursing categories i.e. on the job training. To complete patient related data and partake in research. Provision of Support to Nursing Services: To assist with relief duties of the supervisor and act as junior shift-leader on both day and night shift. To partake in overall specialized unit functions, i.e. team building Maintain professional growth/ethical standards and self-development: To maintain the Code of Conduct: Public Service. Professional Body. Seek learning opportunities: In-service training.

ENQUIRIES APPLICATIONS : Mrs B Jack HRA – District Office/ Tel No: (053) 632 400/4206
 : Applications must be e-mailed to bjack@ncpg.gov/za or hand delivered at Van Der Merwe Street, De Aar, postal address is PO Box 647, De Aar, 7000. Applicants must complete an application register when an application is hand delivered.

POST 03/59 : **PROFESSIONAL NURSE (SPECIALTY) REF NO: NCDOH 09/2024 (X4 POSTS)**

SALARY : Grade 1: R431 265 – R497 193 per annum
 : Grade 2: R528 696 – R645 720 per annum

CENTRE REQUIREMENTS : Robert Mangaliso Sobukwe Hospital, Kimberley
 : 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 nursing qualification, with a duration of at least 1 year, accredited with the SANC in one of the specialties: Child Nursing Science, Gerontological Nursing Science, Medical and Surgical Nursing Science, Advanced Midwifery and Neonatal Nursing Science, Advanced Psychiatric Nursing Science, Paediatric Nursing Science, Advanced Paediatric and Neonatal Nursing Science, Intensive Nursing Science, Oncology Nursing Science, Operating

		Theatre Nursing Science, Ophthalmic Nursing Science & Orthopaedic Nursing science, Emergency and Critical Care and/or other relevant specialty. Experience: Grade 1: Minimum of 4 years' experience appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC as a Professional Nurse with the SANC in General Nursing, Grade 2: 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 period referred to above must be appropriate/recognizable experience in the specific specialty after obtaining the 1 year post basic qualification in the relevant specialty.
<u>DUTIES</u>	:	Provision of optimal, holistic specialised nursing care with set standards and within a professional/legal framework. Effective utilization of human and physical resources. Monitor the linen and cleaning in conjunction with housekeeping staff. Participation in training and research. Provision of support to Nursing Services. Maintain professional growth/ethical standards and self-development.
<u>ENQUIRIES</u>	:	Dr E Olivier, Ms M Visser Tel No: (053) 802 2124
<u>APPLICATIONS</u>	:	Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered.
<u>POST 03/60</u>	:	<u>PROFESSIONAL NURSE SPECIALTY REF NO: NCDOH 13/2023 (X6 POSTS)</u> Re- advertisement for Post 36/169), (candidates who previously applied need not to re-apply)
<u>SALARY</u>	:	Grade 1: R431 264 – R497 193 per annum Grade 2: R528 696 – R645 720 per annum
<u>CENTRE</u>	:	Robert Mangaliso Sobukwe Hospital
<u>REQUIREMENTS</u>	:	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 nursing qualification, with a duration of at least 1 year, accredited with the SANC in Orthopaedics, Operating Theatre & ICU, Intensive Nursing, Oncology, Critical Care and Ophthalmology. Experience: Grade 1: 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 nursing qualification, with a duration of at least 1 year, accredited with the SANC in Orthopaedics, Operating Theatre & ICU, Intensive Nursing, Oncology, Critical Care and Ophthalmology. Grade 2: Basic R425 qualification (i.e.) diploma/degree in nursing) or equivalent qualification that allows registration the SANC as a Professional Nurse. A post – basic nursing qualification, Orthopaedics, Operating Theatre & ICU, Intensive Nursing, Oncology, Critical Care and Ophthalmology. Registration with the SANC as Professional Nurse. A minimum of 14 years appropriate /recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/ recognisable experience in the specific specialty after obtaining the 1-year post – basic qualification in the relevant specialty.
<u>DUTIES</u>	:	Provision of optimal, holistic specialised nursing care with set standards and within a professional/legal framework. Effective utilization of human and physical resources. Monitor the linen and cleaning in conjunction with housekeeping staff. Participation in training and research. Provision of support to Nursing Services. Maintain professional growth/ethical standards and self-development.
<u>ENQUIRY</u>	:	Ms S Alexander Tel No: (053) 802 2130
<u>APPLICATIONS</u>	:	Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered.
<u>POST 03/61</u>	:	<u>PHARMACY INTERN REF NO: NCDOH 10/2024 (X5 POSTS)</u> (Contract)
<u>SALARY</u>	:	R398 544 per annum, (TCE package)
<u>CENTRE</u>	:	Robert Mangaliso Sobukwe Hospital, Kimberley
<u>REQUIREMENTS</u>	:	Matric Certificate. Diploma/Degree in Pharmacy, 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 communicate effectively (verbal and written) in at least two of the three official languages of the Western Cape. Ability to work accurately under pressure and maintain a high standard of professionalism. Computer literacy. Good interpersonal and communication skills. Knowledge of and ability to comply with applicable Pharmacy legislation, National and Provincial Health policies.

DUTIES : Adherence to policies, procedures, and expenditure control. All duties will be performed under the direct supervision of a pharmacist. Assist with the training, education and development of pharmacy staff and other health workers, and promotion of public health. Effective medicine supply management to ensure the safe and reliable procurement, storage, control, and distribution of quality pharmaceuticals. 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. Quality Management by demonstrating compliance with National Core Standards, Occupational Health & Safety control, and good Pharmacy practices.

ENQUIRIES : Dr E Olivier, Ms M Visser Tel No: (053) 802 2124
APPLICATIONS : Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered.

POST 03/62 : **OCCUPATIONAL THERAPIST REF NO: NCDOH 11/2024 (X1 POST)**

SALARY : Grade 1: R359 622 per annum
Grade 2: R420 015 per annum
Grade 3: R491 676 per annum

CENTRE : Robert Mangaliso Sobukwe Hospital, Kimberley
REQUIREMENTS : Degree in Occupational Therapy. Original registration certificate with the Health Professions Council of South Africa (HPCSA) as an Occupational Therapist: Independent Practice. Current registration with the Health Professions Council of South Africa (HPCSA) as an Occupational Therapist: Independent Practice. Community service applicants must have independent Occupational Therapist practitioner registration by the time of appointment. Experience: **Grade 1:** None or 1 year relevant experience, after registration as an Occupational Therapist with recognized Health Professional Council in respect of foreign qualified Occupational Therapist. **Grade 2:** 10 years appropriate experience after registration with HPCSA as an Occupational Therapist or 11 years relevant experience, after registration as a Radiographer with recognized Health Professional Council in respect of foreign qualified Occupational Therapist. **Grade 3:** 20 years appropriate experience after registration with HPCSA as an Occupational Therapist or 21 years relevant experience, after registration as an Occupational Therapist with recognized Health Professional Council in respect of foreign qualified Occupational Therapist. Knowledge, Skills, Attributes and Abilities: Sound knowledge of occupational therapy practice and ethos. Good clinical reasoning and decision-making skills. Knowledge on use and care of equipment. Knowledge on scope of practice, ethical codes and relevant legislation. Good organisation and time management skills. Excellent communication and interpersonal relations. Basic supervisory skills. Experience in a clinical tertiary setting with complex cases would be an advantage.

DUTIES : Provide quality occupational therapy services according to patient needs to both in and out-patients by assessing, treating and rehabilitating patients, ensuring continuity of care and provision of assistive aids and mobility devices. Maintain up to date and accurate clinical records and daily statistics and write reports. Function within a multi-disciplinary team. Implementation of departmental policies and procedures. Ensure responsible utilisation of equipment and consumable resources of the department. Participate in clinical and non-clinical departmental activities and meetings as allocated by supervisor. Provide assistance and training to junior staff and students.

ENQUIRIES : Dr E Olivier, Ms M. Visser Tel No: (053) 802 2124

APPLICATIONS : Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered.

POST 03/63 : **OCCUPATIONAL THERAPIST REF NO: NCDOH 12/2024 (X2 POSTS)**

SALARY : Grade 1: R359 622 per annum
Grade 2: R420 015 per annum
Grade 3: R491 676 per annum

CENTRE REQUIREMENTS : Northern Cape Mental Health & DRTB, Kimberley
A degree in Occupational Therapy. Registration with the HPCSA. One-year relevant experience after registration with the HPCSA as Occupational Therapist. Independent registration with HPCSA. A driver's license will be an advantage. Experience: **Grade 1:** None or 1-year relevant experience, after registration as an Occupational Therapist with recognized Health Professional Council in respect of foreign qualified Occupational Therapist. **Grade 2:** 10 years appropriate experience after registration with HPCSA as an Occupational Therapist or 11 years relevant experience, after registration as a Radiographer with recognized Health Professional Council in respect of foreign qualified Occupational Therapist. **Grade 3:** 20 years appropriate experience after registration with HPCSA as an Occupational Therapist or 21 years relevant Experience, after registration as an Occupational Therapist with recognized Health Professional Council in respect of foreign qualified Occupational Therapist.

DUTIES : Provide an Occupational Therapy service to Mental Health Care Users (Acute and chronic) Execute optimal and evidence based Occupational Therapy intervention for individual and group treatment for in – and out – patients primarily for Psychiatric patients and in all other areas of OT if deemed necessary by the HOD. Administer standardized and clinical assessments to patients requiring FCEs and other clinical reports. Develop own skills and knowledge on continuing basis by participating in regular MDT case discussions, identifying, and attending relevant courses, workshops, work groups etc. Plan and implement health awareness campaigns and staff in service training. Execute all patients and departmental related administrative tasks including data compilation, stock management, various internal and external meetings, and submission of monthly reports. Administer PMDS and evaluation of support staff. Participate in the mentorship and training of community service therapists, OTT and students. Adhere to NCS and other quality assurance requirements. Participate and implement the departmental policy on training and continuous professional development to ensure departmental standards effective patient service delivery, in line with National Standards.

ENQUIRIES APPLICATIONS : Dr. A Malgas, Head of Psychology / Mr A Links, CEO at (081) 714 7204
Please note applications can be hand delivered to the front reception of James Exum Building or E-Mailed at nchealthhr@ncpg.gov.za

POST 03/64 : **OCCUPATIONAL THERAPIST REF NO: 13/2024 (X1 POST)**

SALARY : Grade1: R359 622 per annum
Grade 2: R420 015 per annum
Grade 3: R491 676 per annum

CENTRE REQUIREMENTS : ZF Mgqawu District
A degree in Occupational Therapy. Registration with the HPCSA. One-year relevant experience after registration with the HPCSA as Occupational Therapist. Independent registration with HPCSA. A driver's license will be an advantage. Experience: **Grade 1:** None or 1-year relevant experience, after registration as an Occupational Therapist with recognized Health Professional Council in respect of foreign qualified Occupational Therapist. **Grade 2:** 10 years appropriate experience after registration with HPCSA as an Occupational Therapist or 11 years relevant experience, after registration as a Radiographer with recognized Health Professional Council in respect of foreign qualified Occupational Therapist. **Grade 3:** 20 years appropriate experience after registration with HPCSA as an Occupational Therapist or 21 years relevant experience, after registration as an Occupational Therapist

- Occupational Therapist with recognized Health Professional Council in respect of foreign qualified Occupational Therapist.
- DUTIES** : Provide an Occupational Therapy service to Mental Health Care Users (Acute and chronic) Execute optimal and evidence based Occupational Therapy intervention for individual and group treatment for in and out patients primarily for Psychiatric patients and in all other areas of OT if deemed necessary by the HOD. Administer standardized and clinical assessments to patients requiring FCEs and other clinical reports. Develop own skills and knowledge on continuing basis by participating in regular MDT case discussions, identifying, and attending relevant courses, workshops, work groups etc. Plan and implement health awareness campaigns and staff in service training. Execute all patients and departmental related administrative tasks including data compilation, stock management, various internal and external meetings and submission of monthly reports. Administer PMDS and evaluation of support staff. Participate in the mentorship and training of community service therapists, OTT and students. Adhere to NCS and other quality assurance requirements. Participate and implement the departmental policy on training and continuous professional development to ensure departmental standards effective patient service delivery, in line with National Standards.
- ENQUIRIES** : Mr F van Neel Tel No: (054) 337 0600
- APPLICATIONS** : Applications must be e-mailed to fvanneel@ncpg.gov.za or hand delivered at ZF Mgcawu District Office, 110 Schroeder Street, Uppington. Applicants must complete an application register when an application is hand delivered.
- POST 03/65** : **PHYSIOTHERAPIST REF NO: NCDOH 14/2024 (X1 POST)**
- SALARY** : Grade 1: R359 622 per annum
Grade 2: R420 015 per annum
Grade 3: R491 676 per annum
- CENTRE** : Robert Mangaliso Sobukwe Hospital, Kimberley
- REQUIREMENTS** : Degree in Physiotherapy. Original registration certificate with the Health Professions Council of South Africa (HPCSA) as a Physiotherapist: Independent Practice. Registration with the Health Professions Council of South Africa (HPCSA) as a Physiotherapist: Independent Practice. Community service applicants must have independent Physiotherapist practitioner registration by the time of appointment. Experience: **Grade 1:** Experience: None after registration with the HPCSA in respect of RSA qualified employees who performed community service, as required in South Africa. One (1) year relevant experience after registration with the Health Professional Council of South Africa 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:** Experience: Minimum of 10 years relevant experience after registration with HPCSA in the relevant profession (where applicable) in respect of RSA qualified employees who performed Community Service, as required in South Africa. Minimum of 11 years relevant experience after registration with the Health Professional Council of South Africa (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:** Experience: Minimum of 20 years relevant experience after registration with HPCSA in the relevant profession (where applicable) in respect of RSA qualified employees who performed Community Service, as required in South Africa. Minimum of 21 years relevant experience after registration with Health Professional Council of South Africa (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. Knowledge, Skills, Attributes and Abilities: Sound knowledge of Physiotherapy diagnostic and therapeutic procedures. Good clinical reasoning and decision-making skills. Knowledge on use and care of equipment. Knowledge on scope of practice, ethical codes, and relevant legislation. Good organisation and time management skills. Excellent communication and interpersonal relations. Basic supervisory skills. Experience in a clinical tertiary setting with complex cases would be an advantage.
- DUTIES** : Responsibility for a clinical caseload – assessing, treating, and rehabilitating patients, ensuring continuity of care and provision of assistive aids and mobility

devices. Maintain up to date and accurate clinical records and daily statistics and write reports. Participate in after-hours duties which include weekend and public holidays. Promote good health practices and ensure optimal care of the patient. Function within a multi-disciplinary team. Implementation of departmental policies and procedures. Ensure responsible utilisation of equipment and consumable resources of the department. Participate in clinical and non-clinical departmental activities and meetings as allocated by supervisor. Provide assistance and training to junior staff and student physiotherapists.

ENQUIRIES : Dr E Olivier, Ms M Visser Tel No: (053) 802 2124
APPLICATIONS : Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered.

POST 03/66 : **RADIOGRAPHER REF NO: NCDOH 15/2024 (X3 POSTS)**

SALARY : Grade1: R359 622 per annum
Grade 2: R420 015 per annum
Grade 3: R491 676 per annum

CENTRE : Robert Mangaliso Sobukwe Hospital, Kimberley
REQUIREMENTS : Diploma/B Tech Degree in Diagnostic Radiography. Current registration with Health Professional Council of South Africa (HPCSA) as an Independent Diagnostic Radiographer. Must have completed Community Service as per the Diagnostic Radiographer. Experience: **Grade 1:** None after registration with HPCSA in the relevant profession. **Grade 2:** A minimum of 10 year's appropriate experience in the relevant profession after registration with HPCSA as Diagnostic Radiographer. **Grade 3:** Experience: Minimum of 20 years relevant experience after registration with HPCSA in the relevant profession after registration with HPCSA as Diagnostic Radiographer. Knowledge And Skills: Computer literacy essential. Good interpersonal skills. Knowledge of Public Service legislation, policies and procedures. Knowledge of current DOH policies governing the Health sector and Radiograph and profession. Knowledge, Skills, Attributes and Abilities. Experience in Digital Radiography. Experience in utilisation of computerised Radiography system is recommended. Must have computer skills. Good Interpersonal skills. Excellent time management skills and must have knowledge of public service legislation governing the health sector and radiography profession. Compliance in budgeting, radiographic quality assurance, National Core standards, Safety and Infection control principles. Training and supervision of students. Good written and verbal communication skills. Ability to work as a member of a multidisciplinary team. Must have a good understanding of public hospital operational system.

DUTIES : Provide and manage imaging procedures as requested by the doctors. Evaluate requests forms by verifying patient information and ensuring patient history and examination correspond. Operate radiological equipment correctly for specific exam. Interrogate images. Ensure an even flow of patient at all times. Ensure adherence to radiation, health and safety protocols. Manage staff radiation procedure and ensure that all staff wear their devices at all times. Protect patient and colleagues from radiation. Monitor personal radiation exposure. Adhere to all infection control policies. Conduct patient care and quality assurance. Ensure patient safety at all times. Protect patient confidentiality. Conduct quality control and safe-keep equipment. Have knowledge of all equipment and troubleshooting when there is a breakdown. Assist and implement quality control procedures. Train junior staff. Report machine faults to Radiographers in charge. Ensure staff/student development. Present for in-service training sessions. Training junior staff at CT/MRI. Develop protocols for CT/MRI.

ENQUIRIES : Dr E Olivier, Ms M Visser Tel No: (053) 802 2124
APPLICATIONS : Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered.

POST 03/67 : **RADIOGRAPHER REF NO: NCDOH 16/2024 (X1 POST)**

SALARY : Grade1: R359 622 per annum

**CENTRE
REQUIREMENTS**

Grade 2: R420 015 per annum
Grade 3: R491 676 per annum
Dr Harry Surtie Hospital
Diploma/B Tech Degree in Diagnostic Radiography. Current Registration with Health Professional Council of South Africa (HPCSA) as an Independent Diagnostic Radiographer. Must have completed Community Service as per the Diagnostic Radiographer. Experience: **Grade 1:** None after registration with HPCSA in the relevant profession. **Grade 2:** A minimum of 10 year's appropriate experience in the relevant profession after registration with HPCSA as Diagnostic Radiographer. **Grade 3:** Experience: Minimum of 20 years relevant experience after registration with HPCSA in the relevant profession after registration with HPCSA as Diagnostic Radiographer. Knowledge And Skills: Computer literacy essential. Good interpersonal skills. Knowledge of Public Service legislation, policies, and procedures. Knowledge of current DOH policies governing the health sector and Radiograph and profession. Knowledge, Skills, Attributes and Abilities. Experience in Digital Radiography. Experience in utilisation of computerised Radiography system is recommended. Must have computer skills. Good Interpersonal skills. Excellent time management skills and must have knowledge of public service legislation governing the health sector and radiography profession. Compliance in budgeting, radiographic quality assurance, National Core standards, Safety and Infection control principles. Training and supervision of students. Good written and verbal communication skills. Ability to work as a member of a multidisciplinary team. Must have a good understanding of public hospital operational system.

DUTIES

Provide and manage imaging procedures as requested by the doctors. Evaluate requests forms by verifying patient information and ensuring patient history and examination correspond. Operate radiological equipment correctly for specific exam. Interrogate images. Ensure an even flow of patient at all times. Ensure adherence to radiation, health and safety protocols. Manage staff radiation procedure and ensure that all staff wear their devices at all times. Protect patient and colleagues from radiation. Monitor personal radiation exposure. Adhere to all infection control policies. Conduct patient care and quality assurance. Ensure patient safety at all times. Protect patient confidentiality. Conduct quality control and safe-keep equipment. Have knowledge of all equipment and troubleshooting when there is a breakdown. Assist and implement quality control procedures. Train junior staff. Report machine faults to Radiographers in charge. Ensure staff/student development. Present for in-service training sessions. Training junior staff at CT/MRI. Develop protocols for CT/MRI.

**ENQUIRIES
APPLICATIONS**

Mr J Berend Tel No: (054) 332 9094
Please note applications can be hand delivered to the front reception of Dr Harry Surtie Hospital in Upington or E-Mailed at johnberend87@gmail.com

POST 03/68

DIETICIAN REF NO: NCDOH 17/2024 (X1 POST)

SALARY

Grade 1: R359 622 per annum
Grade 2: R420 015 per annum
Grade 3: R491 676 per annum

**CENTRE
REQUIREMENTS**

Prieksa Hospital, Pixley Ka Seme District
Interested candidates should have a BSc/Bachelor's degree in Dietetics. Registration with HPCSA as an independent practitioner. Experience: **Grade 1:** None after obtaining an appropriate qualification or prescribed in-service training that allows for the required registration with the Health Professional Council of South Africa (HPCSA). **Grade 2:** Minimum of 10 years' experience after registration with the Health Professional Council (HPCSA) in the relevant profession in respect of RSA qualified employees who performed Community Service as required in South Africa. **Grade 3:** Minimum of 20 years' experience after registration with the Health Professional Council (HPCSA) in the relevant profession in respect of RSA qualified employees who performed Community Service as required in South Africa. Community service period as Dietician. Sound knowledge of clinical theory, practice and ethics relating to the delivery of dietetics services. Services within a hospital setting and knowledge of current health and public service legislation, regulations and policies. Ability to work with the clinical

team using patient centred, goal orientated and interdisciplinary approach good communication, computer and interpersonal skills. Experience rehabilitation of persons with disabilities will be an added advantage.

DUTIES : Implement anthropometric and other measurements in assessment of in and outpatients. Effectively render cost effective and evidence based nutritional care for patients to meet their specific nutritional requirements according to norms and standards. To work with colleagues, relieve as and when the need arises, and work closely with the interdisciplinary team members. Effective record keeping, billing and report writing as the need arise. To assist with the ongoing development and implementation of clinical guidelines and standard operating procedures. To perform administrative functions, submit monthly statistics to monitor the effective and efficient running of the Dietetics department. To contribute towards the development and implementation of departmental strategic, financial and operational plans. Participate in the in-service training, education of other staff categories and allocated students. Assist with coordination of clinical nutrition and food service management. Participate health awareness campaign and promotion of the Dietetics Profession. Management of physical resources on allocated area. Facilitate own performance and review and of allocated staff members if applicable. Implement quality assurance standards and quality improvement plan/ideal hospital assessment norms at departmental level. Participate in research projects for the institution and perform delegated duties by the supervisor. Adherence to ethical rules, regulations and policies.

ENQUIRIES : Mrs B Jack HRA – District Office/ Tel No: (053) 632 4000/4206
APPLICATIONS : Applications must be e-mailed to bjack@ncpg.gov.za or hand delivered at Van Der Merwe Street, De Aar, postal address is PO Box 647, De Aar, 7000. Applicants must complete an application register when an application is hand delivered.

POST 03/69 : **DIETICIAN REF NO: 18/2024 (X2 POSTS)**

SALARY : Grade 1: R359 622 per annum
Grade 2: R420 015 per annum
Grade 3: R491 676 per annum

CENTRE : Postmasburg Hospital, ZF Mgcawu District
REQUIREMENTS : Appropriate qualification that allows for the required registration with the HPCSA in the relevant profession. Registration with the HPCSA in the relevant profession. Experience: **Grade 1:** None after obtaining an appropriate qualification or prescribed in-service training that allows for the required registration with the Health Professional Council of South Africa (HPCSA), **Grade 2:** Minimum of 10 years' experience after registration with the Health Professional Council (HPCSA) in the relevant profession in respect of RSA qualified employees who performed Community Service as required in South Africa. **Grade 3:** Minimum of 20 years' experience after registration with the Health Professional Council (HPCSA) in the relevant profession in respect of RSA qualified employees who performed Community Service as required in South Africa. Skills Profile: Report writing skills, Computer Literacy, Interpersonal skills, Teamwork, Resource management (human and other resources), Information Management, Time Management, Planning and execution, Initiative, Communication and presentation skills, Ability to facilitate trainings.

DUTIES : Nutrition management of patients, Nutrition Education, Promotion and Advocacy, Quality assurance of nutrition related services, Collaborations with Relevant Stakeholders, Monitor and Evaluation.

ENQUIRIES : Mr F van Neel Tel No: (054) 337 0600
APPLICATIONS : Applications must be e-mailed to fvanneel@ncpg.gov.za or hand delivered at ZF Mgcawu District Office, 110 Schroeder Street, Upington. Applicants must complete an application register when an application is hand delivered.

POST 03/70 : **SOCIAL WORKER REF NO: 19/2024 (X1 POST)**

SALARY : Grade 1: R294 411 per annum
Grade 2: R359 520 per annum
Grade 3: R432 348 per annum
Grade 4: R530 010 per annum

<u>CENTRE REQUIREMENTS</u>	:	ZF Mgcawu District
	:	Registration with the South African Council of Social Professions as a Social Worker, Experience: Grade 1: None after registration with the SACSP as a Social Worker, Grade 2: A minimum of 10 years' appropriate experience as a Social Worker after registration with the SACSP, Grade 3: A minimum of 20 years' appropriate experience as a Social Worker after registration with the SACSP, Grade 4: A minimum of 30 years' appropriate experience as a Social Worker after registration with the SACSP. Skills Profile: Organizational skills, Job knowledge, good communication skills (verbal and written), Interpersonal skills, Conflict management skills, Problem Solving skills.
<u>DUTIES</u>	:	Social Work Management and Support of all referred clients (Adults and Children), Social Work Management of all TB, MDR and XDR TB clients (Adults and Children) and Those who default on their chronic medication treatment plan, Social Work Management of all clients (Adult and Children) on HIV/Aids, ART, STI's and those who do not adhere to their treatment, Social Work supporting the preventative programmes, Social Work maintaining professional growth, Development and Behaviour and Fulfilling all administrative obligations required.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr F van Neel Tel No: (054) 337 0600
	:	Applications must be e-mailed to fvanneel@ncpg.gov.za or hand delivered at ZF Mgcawu District Office, 110 Schroeder Street, Upington. Applicants must complete an application register when an application is hand delivered.
<u>POST 03/71</u>	:	<u>SOCIAL WORKER REF NO: NCDOH 20/2024 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R294 411 per annum Grade 2: R359 520 per annum Grade 3: R432 348 per annum Grade 4: R530 010 per annum
<u>CENTRE REQUIREMENTS</u>	:	Pixley Ka Seme District: Prieska Hospital
	:	Formal Tertiary qualification in Social Work (Bachelor of Social Arts) that allows professional registration with the SACSSP. Registration with the SACSSP (South African Council for Social Service Profession) as a Social Worker. A valid Driver's. Experience: Grade 1: None. Grade 2: A minimum of 10 years' experience in social work after registration as Social Worker with the SACSSP. Grade 3: A minimum of 20 years' experience in social work after registration as Social Worker with the SACSSP. Grade 4: A minimum of 30 years' experience in social work after registration as Social Worker with the SACSSP.
<u>DUTIES</u>	:	Establish social work services and network for the Institution and maintain communication with stakeholders. Ensure that social work service with regard to the care, support and protection of individuals, groups, families through relevant programmes is rendered. Keep up to date with new developments in the social work field. Undertake social work research and development and contribute to the development of policies. Render a holistic social work services to individual groups and community using all methods of social work practices. Monitor and evaluate the effectiveness of recommended interventions, reports on progress and identify. Further amended interventions to address identified conditions. Liaise / attend meetings with other departments and nongovernmental institutions to take cognizance of the latest developments in the relevant fields. Produce and maintain qualitative and quantitative records of social work interventions processes and Outcomes. Implement social welfare programme in accordance with the need of the community and Government priorities. Supervise all administrative functions required in the unit and undertake the higher level of administrative functions.
<u>ENQUIRIES APPLICATIONS</u>	:	Mrs B Jack HRA – District Office/ Tel No: (053) 632 4000/4206
	:	Applications must be e-mailed to bjack@ncpg.gov.za or hand delivered at Van Der Merwe Street, De Aar, postal address is PO Box 647, De Aar, 7000. Applicants must complete an application register when an application is hand delivered.
<u>POST 03/72</u>	:	<u>SOCIAL WORKER REF NO: NCDOH 21/2024 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R294 411 per annum Grade 2: R359 520 per annum Grade 3: R432 348 per annum

<u>CENTRE REQUIREMENTS</u>	<p>Grade 4: R530 010 per annum</p> <p>: Northern Cape Mental Health and DRTB, Kimberley</p> <p>: Appropriate Bachelor's degree in Social Work or equivalent qualification. Registration with the South African Council of Social Professions as a Social Worker. A valid Code B Driving License Competencies: Knowledge of the following: Relevant legislation, policy and prescripts (norms and standards); Supervision Framework for Social Workers; Knowledge and understanding of human behaviour and social systems as well as skills to intervene at the points where people interact with their environments in order to promote social well-being; Social Work theory and interventions; Information and Knowledge Management; Protocol and professional ethics; Social dynamics, work values and principles; Developing and empowering. Skills to challenge structural sources of poverty, inequality, oppression, discrimination, and exclusion. The ability and competence to assist, develop, advocate for and empower individuals, families, groups, organisations, communities to enhance their social functioning and their problem-solving capabilities. The ability to promote, restore, maintain, advocate for and enhance the functioning of 133 individuals, families, groups and communities enabling them to accomplish tasks, prevent and alleviate distress and use resources effectively. Proven computer literacy; report writing skills; Self-Management skills; Good Planning and organisational skills; Presentation and facilitation skills; Client orientation and customer focus; Understanding and ability to provide social work services towards protecting people who are vulnerable, at risk and unable to protect themselves; written and verbal communication skills. Experience: Grade 1: None. Grade 2: A minimum of 10 years' appropriate experience in Social Work after registration as Social Worker with the SACSSP. Grade 3: A minimum of 20 years' experience in social work after registration as Social Worker with the SACSSP. Grade 4: A minimum of 30 years' experience in social work after registration as Social Worker with the SACSSP. (Recognition of experience - one notch for every fully completed two years' as on 31 March preceding the date of appointment less one year for candidates appointed from outside the public services after complying with registration requirements).</p>
<u>DUTIES</u>	<p>: Render a social work services with regards to the care, support, protection and development of vulnerable individual, groups, families and communities through the relevant programmes (case work, group work and community work); Attend to matters that results in or stems from social instability in any form. Supervise and support social auxiliary workers. Keep up to date with new developments in the social work and social welfare fields. Perform all administrative functions required of the job.</p>
<u>ENQUIRIES APPLICATIONS</u>	<p>: Dr. A Malgas, Head of Psychology / Mr A Links, CEO at (081) 7147 204</p> <p>: Please note applications can be hand delivered to the front reception of James Exum Building or E-Mailed at nhealthhr@ncpg.gov.za</p>
<u>POST 03/73</u>	<p>: <u>PROFESSIONAL NURSE (GENERAL NURSING) REF NO: NCDOH 22/2024 (X2 POSTS)</u></p>
<u>SALARY</u>	<p>: Grade 1: R293 670 – R337 860 per annum</p> <p>: Grade 2: R358 626 – R409 275 per annum</p> <p>: Grade 3: R431 265 - R543 969 per annum</p>
<u>CENTRE REQUIREMENTS</u>	<p>: Loxton PHC, Schmidtsdrift PHC, (Pixley Ka Seme District)</p> <p>: 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. Experience: Grade 1: None. Grade 2: A minimum of 10 years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse. Grade 3: A minimum of 20 Years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse.</p>
<u>DUTIES</u>	<p>: Provide direction and supervision for the implementation of the nursing plan (clinical practice/quality patient care), implement standards, practices criteria and indicators for quality nursing (quality of practice), practice nursing and health care in accordance with the laws and regulations relevant to nursing and health care, maintain a constructive working relationship with nursing and other stakeholders, utilize human, material and physical resources efficiently and effectively.</p>

<u>ENQUIRIES</u>	:	Mrs B Jack HRA – District Office/ Tel No: (053) 632 4000/4206
<u>APPLICATIONS</u>	:	Applications must be e-mailed to bjack@ncpg.gov.za or hand delivered at Van Der Merwe Street, De Aar, postal address is PO Box 647, De Aar, 7000. Applicants must complete an application register when an application is hand delivered.
<u>POST 03/74</u>	:	<u>PROFESSIONAL NURSES (GENERAL NURSING) REF NO: 23/2024 (X7 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R293 670 – R337 860 per annum Grade 2: R358 626 – R409 275 per annum Grade 3: R431 265 - R543 969 per annum
<u>CENTRE</u>	:	ZF Mgcawu District
<u>REQUIREMENTS</u>	:	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 valid B (08) driver's license is an inherent requirement. Experience: Grade 1: None, Grade 2: A minimum of 10 years' experience appropriate /recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing, Grade 3: A minimum of 20 years' experience appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing Skills Profile: Good Communication skills, Report writing skills Facilitation skills, Co-ordination skills, Liaison skills, Networking skills, Problem solving skills, Information Management, Knowledge Management, Planning and Organising, Computer Literacy.
<u>DUTIES</u>	:	Provide direction and supervision for the implementation of the nursing plan (clinical practice/quality patient care, implement standards, practices, criteria and indicators for quality nursing (quality of practice), Practice nursing and health care in accordance with the laws and regulations relevant to nursing and health care, maintain a constructive working relationship with nursing and other stakeholders, Utilize human, material and physical resources efficiently and effectively.
<u>ENQUIRIES</u>	:	Mr F van Neel Tel No: (054) 337 0600
<u>APPLICATIONS</u>	:	Applications must be e-mailed to fvanneel@ncpg.gov.za or hand delivered at ZF Mgcawu District Office, 110 Schroeder Street, Upington. Applicants must complete an application register when an application is hand delivered.
<u>POST 03/75</u>	:	<u>PROFESSIONAL NURSE (GENERAL NURSING) REF NO: NCDOH 24/2024 (X2 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R293 670 – R337 860 per annum Grade 2: R358 626 – R409 275 per annum Grade 3: R431 265 - R543 969 per annum
<u>CENTRE</u>	:	Dr Harry Surtie Hospital, Upington
<u>REQUIREMENTS</u>	:	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. Experience: Grade 1: None. Grade 2: A minimum of 10 years' experience appropriate /recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing, Grade 3: A minimum of 20 years' experience appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing.
<u>DUTIES</u>	:	Execute duties and functions with proficiency within prescripts of the applicable legislation. Provide safe therapeutic environment. Monitor patient activities. Perform standard procedures in terms of policies and procedures. Adopt multidisciplinary approach to promote holistic patient/client care. Maintain clinical competence by ensuring that scientific principles of nursing care are implemented. Maintain accurate and complete patient records. Maintain client satisfaction through quality service innovation and professional nursing care by upholding the Batho Pele principles and patient's rights. Implementation of standards to ensure adherence to National Core Standards and Ideal Hospital measures. To ensure efficient and effective utilisation of resources. Render quality nursing care to patients to take overall management of the unit in the absence of the Operational Manager. Evaluate staff performance adhering to the set standards of the (EPMDS). Motivate, coach and mentor staff. Management and control of

		scheduled drugs. Required to work day and night duty. Any other duties as required by the supervisor.
<u>ENQUIRIES</u>	:	Mr J Berend Tel No: (054) 332 9094
<u>APPLICATIONS</u>	:	Please note applications can be hand delivered to the front reception of Dr Harry Surtie Hospital in Upington or E-Mailed at johnberend87@gmail.com
<u>POST 03/76</u>	:	<u>PROFESSIONAL NURSE(GENERAL) REF NO: NCDOH 25/2024 (X9 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R293 670 – R337 860 per annum Grade 2: R358 626 – R409 275 per annum Grade 3: R431 265 - R543 969 per annum
<u>CENTRE</u>	:	Robert Mangaliso Sobukwe Hospital, Kimberley
<u>REQUIREMENTS</u>	:	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. Experience: Grade 1: None. Grade 2: A minimum of 10 years' experience appropriate /recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Grade 3: A minimum of 20 years' experience appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing.
<u>DUTIES</u>	:	Provide direction and supervision for the implementation of the nursing plan (clinical practice/quality patient care). Implement standards, practices, criteria and indicators for quality nursing (quality of practice). Practice nursing and health care in accordance with the laws and regulations relevant to nursing and health care. Maintain a constructive working relationship with nursing and other stakeholders. Utilize human, material and physical resources efficiently and effectively.
<u>ENQUIRIES</u>	:	Dr E Olivier, Ms M Visser Tel No: (053) 802 2124
<u>APPLICATIONS</u>	:	Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered.
<u>POST 03/77</u>	:	<u>NUTRITIONIST ASSISTANT REF NO: NCDOH 26/2024 (X1 POST)</u>
<u>SALARY</u>	:	R243 627 per annum
<u>CENTRE</u>	:	De Aar Hospital Allied
<u>REQUIREMENTS</u>	:	Appropriate qualifications that allows for the required registration with the HPCSA in relevant profession. Registration with the HPCSA in relevant profession.
<u>DUTIES</u>	:	Obtain dietary information and goals from patients. Work with supervisors to create targeted eating plans for patients. Record and consider any individual risk factors or dietary restrictions that will impact a patient's eating plan. Assist in the distribution of meals by ensuring that they're delivered on time and to the right patients. Instruct patients and their families on the benefits of healthy eating and answer any questions they may have about.
<u>ENQUIRIES</u>	:	Mrs B Jack HRA – District Office/ Tel No: (053) 632 4000/4206
<u>APPLICATIONS</u>	:	Applications must be e-mailed to bjack@ncpg.gov.za or hand delivered at Van Der Merwe Street, De Aar, postal address is P O Box 647, De Aar, 7000. Applicants must complete an application register when an application is hand delivered.
<u>POST 03/78</u>	:	<u>PHARMACIST ASSISTANT (POST-BASIC) REF NO: 27/2024 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R239 682 per annum Grade 2: R277 398 per annum Grade 3: R299 244 per annum
<u>CENTRE</u>	:	ZF Mgcau District
<u>REQUIREMENTS</u>	:	Registration with the SAPC as Pharmacist Assistant (Post Basic), Experience: Grade 1: None after registration with the SAPC as Pharmacist Assistant (Post Basic), Grade 2: A minimum of 5 years' appropriate experience as a Pharmacist Assistant (Post Basic) after registration with the SAPC, Grade 3: A minimum of 13 years' appropriate experience as a Pharmacist Assistant (Post Basic) after registration with the SAPC Skills Profile: Organizational skills, Good communication skills (verbal and written), Interpersonal skills, Conflict management skills, Problem Solving skills.

DUTIES : Management of Medicines and Related items, Safe and rational use of medicines and medical devices, Professional and personal practice, Promotion of public health.

ENQUIRIES : Mr F van Neel Tel No: (054) 337 0600
APPLICATIONS : Applications must be e-mailed to fvanneel@ncpg.gov.za or hand delivered at ZF Mgcawu District Office, 110 Schroeder Street, Upington. Applicants must complete an application register when an application is hand delivered.

POST 03/79 : **EMERGENCY CARE TECHNICIAN REF NO: 28/2024 (X1 POST)**

SALARY : Grade 1: R239 682 per annum, (basic salary package)
Grade 2: R290 943 per annum, (basic salary package)
Grade 3: R339 840 per annum, (basic salary package)

CENTRE : Groblershoop, ZF Mgcawu District
REQUIREMENTS : Successful completion of the Emergency Care Technician course that allows registration with the HPCSA as Emergency Care Technician. Registration with the HPCSA as Emergency Care Technician. Experience: **Grade 1:** None after registration with the HPCSA as an Emergency Care Technician, **Grade 2:** A minimum of 7 years after registration as an Emergency Care Technician, **Grade 3:** A minimum of 14 years' experience after registration as an Emergency Care Technician. Skills Profile: Good Communication skills, Report writing skills, Co-ordination skills, Networking skills, Problem solving skills, Knowledge Management, Planning and Organising.

DUTIES : Effective, Quality pre-hospital Emergency Care Service, Maintenance of Emergency Vehicles and Equipment, Effective communication with regards to patients, colleagues and other services and members of public. Effectively maintaining admin function, Effective support of Supervisor and Training.

ENQUIRIES : Mr F van Neel Tel No: (054) 337 0600
APPLICATIONS : Applications must be e-mailed to fvanneel@ncpg.gov.za or hand delivered at ZF Mgcawu District Office, 110 Schroeder Street, Upington. Applicants must complete an application register when an application is hand delivered.

POST 03/80 : **STAFF NURSE REF NO: NCDOH 29/2024 (X3 POSTS)**

SALARY : Grade1: R199 725 – R222 939 per annum
Grade 2: R237 210 – R264 948 per annum
Grade 3: R277 752 – R337 860 per annum

CENTRE : Dr Harry Surtie Hospital, Upington
REQUIREMENTS : Qualification that allows registration with the SANC as Staff Nurse Registration with the SANC as Enrolled Nurse. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years' appropriate/recognisable experience in nursing after registration with the SANC as Staff Nurse. **Grade 3:** A minimum of 20 years' appropriate/recognisable experience in nursing after registration with the SANC as Staff Nurse.

DUTIES : Execute duties and functions with proficiency within prescripts of the applicable legislation. Provide safe therapeutic environment. Monitor patient activities. Perform standard procedures in terms of policies and procedures. Adopt multidisciplinary approach to promote holistic patient/client care. Maintain clinical competence by ensuring that scientific principles of nursing care are implemented. Maintain accurate and complete patient records. Maintain client satisfaction through quality service innovation and professional nursing care by upholding the Batho Pele principles and patient's rights. Implementation of standards to ensure adherence to National Core Standards and Ideal Hospital measures. To ensure efficient and effective utilisation of resources. Render quality nursing care to patients to take overall management of the unit in the absence of the Operational Manager. Evaluate staff performance adhering to the set standards of the (EPMDS). Motivate, coach and mentor staff. Management and control of scheduled drugs. Required to work day and night duty. Any other duties as required by the supervisor.

ENQUIRIES : Mr J Berend Tel No: (054) 332 9094
APPLICATIONS : Please note applications can be hand delivered to the front reception of Dr Harry Surtie Hospital in Upington or E-Mailed at johnberend87@gmail.com

<u>POST 03/81</u>	:	<u>STAFF NURSE REF NO 30/2024 (X1 POST)</u>
<u>SALARY</u>	:	Grade1: R199 725 – R222 939 per annum Grade 2: R237 210 – R264 948 per annum Grade 3: R277 752 – R337 860 per annum
<u>CENTRE REQUIREMENTS</u>	:	ZF Mgcawu District Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Staff Nurse, Registration with the SANC as Staff Nurse. Experience: Grade 1: None, Grade 2: A minimum of 10 years' experience after registration with the SANC as a Staff Nurse, Grade 3: A minimum of 20 years' experience after registration with the SANC as Staff Nurse. Skills Profile: Good Communication skills, Basic writing skills, Basic Interpersonal Skills, Elementary Facilitation skills, Networking skills, Problem solving skills, Knowledge Management.
<u>DUTIES</u>	:	Development and implementation of basic patient care plans, Provide basic clinical nursing care, Effective utilisation of resources, Maintain professional growth/ethical standards and self-development.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr F van Neel Tel No: (054) 337 0600 Applications must be e-mailed to fvanneel@ncpg.gov.za or hand delivered at ZF Mgcawu District Office, 110 Schroeder Street, Upington. Applicants must complete an application register when an application is hand delivered.
<u>POST 03/82</u>	:	<u>STAFF NURSE REF NO: NCDOH 31/2024 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R199 725 – R222 939 per annum Grade 2: R237 210 – R264 948 per annum Grade 3: R277 752 – R337 860 per annum
<u>CENTRE REQUIREMENTS</u>	:	Robert Mangaliso Sobukwe Hospital, Kimberley Qualification that allows registration with the SANC as Staff Nurse, Registration with the SANC as Enrolled Nurse. Experience: Grade 1: None, Grade 2: A minimum of 10 years' appropriate/recognisable experience in nursing after registration with the SANC as Staff Nurse. Grade 3: A minimum of 20 years' appropriate/recognisable experience in nursing after registration with the SANC as Staff Nurse.
<u>DUTIES</u>	:	Development and implementation of basic patient care plans. Provide basic clinical nursing care. Effective utilization of resources. Maintain professional growth/ethical standards and self-development.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr E Olivier, Ms M Visser Tel No: (053) 802 2124 Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered.
<u>POST 03/83</u>	:	<u>STAFF NURSE GRADE REF NO: 32/2024 (X3 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R199 725 – R222 939 per annum Grade 2: R237 210 – R264 948 per annum Grade 3: R277 752 – R337 860 per annum
<u>CENTRE REQUIREMENTS</u>	:	Colesberg Hospital, Carnavon PHC, Victoria West PHC Qualification that allows registration with SANC as a Staff Nurse. Candidate must have current registration receipt as a Staff Nurse. Candidate must have basic communication and writing skills. Be able to function as part of a team. Experience: Grade 1: None, Grade 2: A minimum of 10 years' appropriate/recognisable experience in nursing after registration with the SANC as Staff Nurse. Grade 3: A minimum of 20 years' appropriate/recognisable experience in nursing after registration with the SANC as Staff Nurse.
<u>DUTIES</u>	:	Provide basic clinical nursing care in accordance with the scope of practice and nursing standards. Implementation and development of basic patient care plans to provide quality patient care. Demonstrate knowledge and understanding of relevant legal and ethical framework i.e. Acts, policies, SOP's, guidelines and protocols governing the public service. Demonstrate basic knowledge of Ideal Hospital Realization and maintenance. Effective utilization of resources,

maintenance of proper and accurate record keeping. Demonstrate basic communication with patients, Supervisors and colleagues. Willing to rotate through department and work night duty. Maintain professional growth / ethical standards and self-development. Work as part of a multidisciplinary team and support the managers to ensure quality nursing care.

ENQUIRIES : Mrs B Jack HRA – District Office/ Tel No: (053) 632 4000/4206
APPLICATIONS : Applications must be e-mailed to bjack@ncpg.gov/za or hand delivered at Van Der Merwe Street, De Aar, postal address is P O Box 647, De Aar, 7000. Applicants must complete an application register when an application is hand delivered.

POST 03/84 : **EMERGENCY CARE OFFICER REF NO: NCDOH 33/2024 (X4 POSTS)**

SALARY : Grade 1: R169 737 per annum
 Grade 3: R197 343 per annum

CENTRE : Pixley Ka Seme District: Vosburg PHC, Britstown PHC, Schmidtsdrift PHC, Richmond CHC

REQUIREMENTS : **Grade 1:** Successful completion of an appropriate Basic Life Support (BLS) course that allows registration with the HPCSA as Basic Ambulance Assistant. Registration with the HPCSA as Basic Ambulance Assistant (BAA). **Grade 3:** Successful completion of an appropriate Intermediate Life Support (ILS) course that allows registration with the HPCSA as Ambulance Emergency Assistant. Registration with the HPCSA as Ambulance Emergency Assistant (AEA). Experience: **Grade 1:** None after registration with the HPCSA as Basic Ambulance Assistant **Grade 3:** None after registration with the HPCSA as Ambulance Emergency Assistant.

DUTIES : Responsible for the treatment of patient within the scope of practice of Basic Ambulance Assistant. Transport patients as part of Planned Patient Transport and inter-facility transfer system under Emergency Medical Services. Provide emergency medical care and related assistance during special events. Responsible for care and proper management of Emergency Medical Services resources. Provide emergency medical assistance and other duties required by Directorate. Perform any other duties as delegated by the supervisor. Candidates are expected to work shift. Candidates are also expected to undergo through physical and Medical surveillance.

ENQUIRIES : Mrs B Jack HRA – District Office/ Tel No: (053) 632 4000/4206
APPLICATIONS : Applications must be e-mailed to bjack@ncpg.gov/za or hand delivered at Van Der Merwe Street, De Aar, postal address is P O Box 647, De Aar, 7000. Applicants must complete an application register when an application is hand delivered.

POST 03/85 : **NURSING ASSISTANT REF NO: NCDOH 34/2024 (X8 POSTS)**

SALARY : Grade 1: R157 761 – R175 728 per annum
 Grade 2: R184 026 – R205 281 per annum
 Grade 3: R216 876 – R264 948 per annum

CENTRE : Victoria West PHC
 Loxton PHC
 Carnarvon CHC
 Marydale PHC
 Campbell CHC
 Niekershoop Clinic
 Van Wyksvlei Clinic
 Colesberg Hospital

REQUIREMENTS : Qualification that allows registration with the SANC as a Nursing Assistant. Registration with the SANC as Nursing Assistant. Shortlisted candidates will be required to submit current proof of registration with SANC as a Nursing assistant. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years' experience after registration with SANC as a nursing assistant. **Grade 3:** A minimum of 20 years' experience after registration with SANC as a nursing assistant. Skills Profile: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks such as: Nursing Act, Health Act, Occupational Health and Safety Act, Patient Rights Charter, Batho-Pele principles, Public Service Regulations, Labour Relations Act, Disciplinary Code and Procedure, Grievance Procedure, etc, Elementary communication skills Elementary writing skills Ability

to function as part of a team Interpersonal skills, Responsiveness Pro-activeness Professionalism Accuracy Flexibility Initiative Cooperation Team player Supportive Assertive.

DUTIES : Assist patients with activities of daily living (physical care): Maintain hygiene of patient; Provide nutrition; Assist with mobility; Assist with elimination processes. Provide elementary clinical nursing care: Measure, interpret and record vital signs; Operate all relevant apparatus and equipment; Assist professional nurses with clinical procedures (i.e. administering of oral medication); Preparation of patients for diagnostic and surgical procedures; Maintain professional growth/ethical standards and self-development: To maintain the code of conduct as required in the Public Service and by the Professional Body; Seek learning opportunities, i.e. in-service training, courses.

ENQUIRIES APPLICATIONS : Mrs B Jack HRA – District Office/ Tel No: (053) 632 4000/4206
: Applications must be e-mailed to bjack@ncpg.gov.za or hand delivered at Van Der Merwe Street, De Aar, postal address is P O Box 647, De Aar, 7000. Applicants must complete an application register when an application is hand delivered.

POST 03/86 : **NURSING ASSISTANT REF NO: 35/2024 (X9 POSTS)**

SALARY : Grade 1: R157 761 – R175 728 per annum
Grade 2: R184 026 – R205 281 per annum
Grade 3: R216 876 – R264 948 per annum

CENTRE REQUIREMENTS : ZF Mgcawu District
: Qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Nursing Assistant, Registration with the SANC as Nursing Assistant. Experience: **Grade 1:** None, **Grade 2:** A minimum of 10 years' experience after registration with the SANC as a nursing assistant, **Grade 3:** A minimum of 20 years of experience after registration with the SANC as Nursing Assistant Skills Profile: Good Communication skills, Basic writing skills, Basic Interpersonal Skills, Elementary Facilitation skills, Networking skills, Problem solving skills, Knowledge Management.

DUTIES : Assist patients with activities of daily living (physical care), Prove elementary clinical nursing care, Maintain professional growth/ethical standards and self-development.

ENQUIRIES APPLICATIONS : Mr F van Neel Tel No: (054) 337 0600
: Applications must be e-mailed to fvanneel@ncpg.gov.za or hand delivered at ZF Mgcawu District Office, 110 Schroeder Street, Upington. Applicants must complete an application register when an application is hand delivered.

POST 03/87 : **NURSING ASSISTANT REF NO: NCD0H 36/2024 (X4 POSTS)**

SALARY : Grade 1: R157 761 – R175 728 per annum
Grade 2: R184 026 – R205 281 per annum
Grade 3: R216 876 – R264 948 per annum

CENTRE REQUIREMENTS : Robert Mangaliso Sobukwe Hospital, Kimberley
: Qualification that allows registration with the SANC as Nursing Assistant. Registration with SANC as Nursing Assistant. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years' experience after registration with the SANC as a nursing assistant. **Grade 3:** A minimum of 20 years appropriate experience after registration with SANC as nursing assistant.

DUTIES : Demonstrate elementary understanding of nursing legislation and related legal and ethical nursing practices. Perform an elementary clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Promote quality of elementary nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility.

ENQUIRIES APPLICATIONS : Dr E Olivier, Ms M Visser Tel No: (053) 802 2124
: Applications must be e-mailed to mvisser@ncpg.gov.za or hand delivered at Robert Mangaliso Sobukwe Hospital, Admin Block 3rd Floor, Kimberley, Applicants must complete an application register when an application is hand delivered.

<u>POST 03/88</u>	:	<u>NURSING ASSISTANT REF NO: NCDOH 37/2024 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R157 761 – R175 728 per annum Grade 2: R184 026 – R205 281 per annum Grade 3: R216 876 – R264 948 per annum
<u>CENTRE REQUIREMENTS</u>	:	Dr Harry Surtie Hospital, Upington Qualification that allows registration with the SANC as Nursing Assistant. Experience: Grade 1: None. Grade 2: A minimum of 10 years' experience after registration with the SANC as a nursing assistant.
<u>DUTIES</u>	:	Assist patients with activities of daily living. Provide elementary clinical nursing care. Assist with elimination process. Measure, interpret and record vital signs. Operate all relevant apparatus and equipment. Assist professional nurses with clinical procedures. Preparation of patients for diagnostic and surgical procedures. Maintain the code of conduct as required in the Public Service. Implementation of standards to ensure adherence to National Core Standards and Ideal Hospital measures.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr J Berend Tel No: (054) 332 9094 Please note applications can be hand delivered to the front reception of Dr Harry Surtie Hospital in Upington or E-Mailed at johnberend87@gmail.com

OFFICE OF THE PREMIER

<u>APPLICATIONS</u>	:	Please forward the applications for the post quoting the relevant reference number to: Senior Manager, Human Resources Administration, Private Bag X5016, Kimberley, 8300 or hand deliver at Office of the Premier, T&I Building, Ground Floor (Security), 69 Memorial Road, Monument Heights, Kimberley, for Attention: Mr V Fredericks or email to hrarecruitment@ncpg.gov.za
<u>FOR ATTENTION CLOSING DATE</u>	:	Mr V Fredericks 09 February 2024
<u>NOTE</u>	:	The NC Provincial Government is an equal opportunity, affirmative action employer and aims to achieve gender and disability representivity at HOD level. Therefore, we specifically call for suitably qualified women and persons with disability to apply. Applications must be submitted on the new application for employment form (Z83). The new form can be downloaded at www.dpsa.gov.za -vacancies or obtainable from any Public Service Department and should be accompanied by a comprehensive CV specifying all qualifications, experience with respective dates. Applications submitted using the old Z83 form will not be accepted. Only shortlisted candidates will be required to submit certified copies of qualifications, ID and driver's licence before or on the day of the interview. Failure to comply with these pre-conditions will disqualify applications from being processed. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). No late applications will be accepted. All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be accordingly communicated by the Department. All shortlisted candidates will further be subjected to a personnel suitability check which includes criminal record checks, verification of qualifications, financial and asset record checks, previous employment verification and citizenship verification. A further requirement for all applicants is a successful completion of the Senior Management Pre-Entry Programme as endorsed by the National School of Government (NSG), No appointment shall be finalized without the relevant candidate producing the Nyukela pre-entry certificate for SMS. The course is available at the NSG under the name "Certificate for entry into SMS" and the full details can be obtained by following the below link: https://www.thensg.gov.za/training-course/sms-pre-entryprogramme/ . The successful candidate will be required to provide proof of completion of the NSG Public Service Management Leadership Programme Certificate for entry into the SMS. All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be accordingly communicated by the Department. 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 the competency-

based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tool. Shortlisted candidates will further be subjected to personnel suitability check which includes criminal record checks, verification of qualifications, financial and asset record checks, previous employment verification and citizenship verification. The successful candidate will be required to enter into an annual performance agreement and will have to disclose his/her financial interests annually. As Head of Department, the successful candidate will be subject to a security vetting at top secret level.

MANAGEMENT ECHELON

<u>POST 03/89</u>	:	<u>HEAD OF DEPARTMENT FOR EDUCATION REF NO: HOD/DOE/01/2024</u>
<u>SALARY</u>	:	R1 663 581 per annum (Level 15), (all-inclusive remuneration package), (all-inclusive remuneration package consists of a basic salary and flexible portion structured according to personal needs, plus 10% non-pensionable Head of Department allowance.)
<u>CENTRE REQUIREMENTS</u>	:	Kimberley A relevant post graduate qualification (NQF level 8) as recognised by SAQA supported by at least 8 years' experience at Senior Management level of which at least 3 years must be with any organ of State as defined in the Constitution, Act 108 of 1996. The successful candidates will champion accelerated, efficient, effective, and development-oriented service delivery in pursuit of the National Development Plan and the Medium-Term Strategic Framework within the overarching context of the Northern Cape Government's vision of a Modern, Growing and Successful Province. Competencies: Proven strategic and leadership qualities, project and financial management skills. An innovative person who will ensure the highest standard of service delivery. Excellent problem solving and analytical skills, people management and empowerment attributes. The successful candidate must also display the highest standard of ethical and moral conduct and the ability to communicate at all levels. Moreover, honesty, integrity, analytical thinking and research are pre-requisites. A valid driver's license and computer skills, advanced knowledge of relevant legislation such as the Public Finance Management Act (PFMA), Treasury Regulations, Supply Chain Management policy framework, Public Service Act and Regulations are further prerequisites.
<u>DUTIES</u>	:	Responsible for all function/duties as Head of Department in terms of the Public Service Act and the Public Service Regulations the successful candidate will be expected to: Develop and implement a departmental strategic plan both for the in year and the MTEF period plus 2 years; Take all the necessary steps to ensure that the department is organized and structured in a manner that will enable the effective and efficient delivery of the Department's mandate; Be responsible for all functions/duties as Accounting Officer in terms of the Public Finance Management Act and Treasury Regulations; Monitor and ensure compliance with all applicable legislation; Provide strategic management leadership through planning, organizing, monitoring and controlling the performance of the Department.
<u>ENQUIRIES</u>	:	Mr J Bekebeke Cell phone No: (066) 484 5888