

above must be appropriate/recognizable experience at management level. Current proof of registration with SANC, Valid driver's license and computer skills are essential. Knowledge of District Health Services, National Health Act, National Development Plan, Financial and Human Resource. Management report writing and presentation skills. Competencies and knowledge should demonstrate an in depth understanding of project management, financial management, human resource management, computer literacy, quality assurance management as well as PHC Management policies and practices. Experience in EPI / CDC will be an added advantage.

**DUTIES** : Strengthen the Expanded Programme on Immunization (EPI) in the district. Coordinate Communicable Disease Control (CDC) and COVID 19 in the district. Monitor AFP surveillance in line with WHO requirements. Strengthen intersectoral collaboration with the relevant stakeholders. Ensure proper financial and human Resource management of the programme. Perform all other duties delegated by Supervisor/Manager.

**ENQUIRIES** : Mr Z. Futshane Tel No: (011) 876-1825

**APPLICATIONS** : Applications should be hand delivered to Ekurhuleni Health District at 40 Catlin Street, Germiston, 1400 at Ground Floor or posted to The Human Resource Manager, Private Bag X1005, Germiston 1400.

**NOTE** : No S&T claims and resettlement allowance will be paid. Applications must be submitted on a new Z.83 form and must be completed in full, obtainable from any Public Service Department or on the internet at [www.dpsa.gov.za](http://www.dpsa.gov.za). Applicant should register their application forms on the specific register books according to the reference number as per advert. Failure to do so your application forms will not be considered. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. People with disability are encouraged to apply. Employment equity profile will be taken into consideration.

**CLOSING DATE** : 21 December 2021

**POST 43/130** : **OPERATIONAL MANAGER – MOU (SPECIALITY) REF NO: JHDS/D/11 (2 POSTS)**

Re-advertisement, those who have previously apply must re-apply

**SALARY** : R562 800.per annum (Plus Benefits)

**CENTRE** : Soweto Clinics

**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 proof of current registration. A minimum of 09 years; appropriate/ recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. (Less one year from experience for candidates appointed from outside the public service after complying with registration requirements). A post-basic nursing qualification in Advanced Midwifery and Neonatal Nursing Science with a duration of at least one year accredited with the SANC. At least 5 years of the period referred to above must be appropriate/ recognizable experience in the specific specialty after obtaining the 1 year post basic qualification in the relevant specialty which is Advance Midwifery and Neonatal Nursing Science. Two years' experience in management / supervision level. Computer literacy and a driver's license will serve as an added advantage. Knowledge of clinical work in obstetric nursing. Knowledge of all legislation relevant to healthcare service. Financial management and human resource management; Leadership, organizational, decision making and problem-solving skills; Sound knowledge of public service policies, Code of Conduct, Team building and Policy formulation.

**DUTIES** : Ensure proper general management of the maternal obstetric unit, personnel, patients and resources. Teach, delegate, monitor and evaluate performance/ appraise personnel. Deputize the clinic manager in her/ his absence. Ensure clinical practice by the clinical team in accordance with the scope of practice and Nursing Standards. Compile reports, analyze data, identify gaps and take remedial steps. Ensure proper record keeping. Provide comprehensive Mother, Child, Woman, & Neonatal Services. Manage licensing of staff with all

relevant professional bodies. Promote quality of nursing care as directed by the Office of the Health Standards Compliance and Ideal Clinic. Ensure community participation, manage Labour Relation issues. Ensure implementation of government policies including quality priorities, Batho Pele and Patients' Rights. Liaise with all relevant stake holders to improve services rendered. Ensure management of multi-disciplinary teams within the facilities. Provide comprehensive Primary Health Care service. Ensure effective, efficient, coordination and integration of quality health care services. Empower staff to prevent occurrence of Patient Safety Incidents (PSI). Supervise and monitor staff performance in accordance with Performance Management and Development System (PMDS). Develop and implement staff training plan. Ensure effective implementation of services, Quality Improvement Plans, Occupational Health and Safety as well as Quality Assurance Program etc. Ensure compliance with clinical protocols, Norms and Standards within the clinic. Adhere to the Office of the Health Standards Compliance requirements and ensure effective achievement on ministerial priorities, Ideal clinic compliance and support PHC re-engineering program implementation. Ensure management and control of human, financial and material resources. Attend to grievances of staff, administer discipline, and ensure that absenteeism and abscondment of staff is effectively controlled. Ensure submission of daily, weekly, monthly, quarterly and annual reports. Manage and implement COVID19 guidelines. General administration duties and management soft skills is mandatory.

- ENQUIRIES** : Mrs. M. Mazibuko Tel No: (011) 984 4120
- APPLICATIONS** : Applications must be submitted to this email: [SubDistrictD.JobApplications@gauteng.gov.za](mailto:SubDistrictD.JobApplications@gauteng.gov.za). Reference number must be filled as subject of the email. If you have not being consulted in three months after the closing date, please accept that your application was unsuccessful. The Department of Health (Gauteng) is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. Applications must be submitted to: [JhbHealth.District.JobApplications@gauteng.gov.za](mailto:JhbHealth.District.JobApplications@gauteng.gov.za).
- NOTE** : People with disabilities are welcome to apply. Applications must be filled on a Z83 form accompanied by a comprehensive CV highlighting; and copies of ID, qualifications and other documents attached. Shortlisted candidates will be requested to bring certified copies during interview. Applicants must indicate the post reference number on their applications. Qualifications of candidates recommended for appointment will be verified. Persons who are foreign nationals or who are in possession of a foreign qualification must furnish the Department with an evaluation or endorsement certificate from the respective Council or body. Candidates will be subjected to security screening, reference, vetting and medical process. The Department reserves the right to not make an appointment. Candidates will be expected to be available for selection interviews on the date, time and place determined by the Department
- CLOSING DATE** : 24 December 2021
- POST 43/131** : **OPERATIONAL MANAGER NURSING GRADE 1(GENERAL UNIT) REF NO: EHD2021/21/03**  
Directorate: Clinical Forensic Medical Services
- SALARY** : R450 939.per annum (plus benefits)
- CENTRE** : Ekurhuleni Health District (Tsakane Care Centre)
- REQUIREMENTS** : Degree/ Diploma in Nursing or equivalent qualification that allows registration with the SANC as a Professional Nurse. A minimum of 7 years appropriate experience in nursing after registration as Professional Nurse with SANC in general Nursing of which 3 years should be working in Clinical Forensic Medicine. Experience as a sister in charge and post basic nursing qualification in Nursing Management will be added benefit. Valid driver's license and ability to drive. Computer literate, report writing skills, good communication skills, ability to work under pressure, good supervisory skills and interpersonal skills are necessary. Basic understanding of relevant legislation that governs Clinical Forensic Medicine. Evidence of registration with professional regulatory body.
- DUTIES** : Coordination of optimal, holistic specialised nursing care provided for survivors of gender-based violence within set standards and professional/legal framework. Manage effectively the utilisation and supervision of resources including human and financial resources. Promote stakeholder's collaboration, Provision of Effective Support to Nursing Services, Coordinate, Support,