



## **FREE STATE PROVINCIAL GOVERNMENT VACANCY CIRCULAR 18/2008**

**TO ALL HEADS OF PROVINCIAL DEPARTMENTS**

### **ADVERTISEMENT OF POSTS: DEPARTMENT OF HEALTH**

The above-mentioned circular is attached for your information. The content thereof should be brought to the attention of all staff.

Please take note that all enquiries with regard to the circular should be made to the official as indicated in the circular and not to the Human Resource Advice, Co-ordination, and Management Directorate: Department of the Premier.

  
**DEPARTMENT OF THE PREMIER**

**DATE:** 21/02/2008

**Department of the Premier    Departement van die Premier    Lefapha La Tonakgolo**

**Human Resource Advice, Co-ordination and Management Directorate**



TO ALL HEADS OF OFFICES AND  
INSTITUTIONS OF THE DEPARTMENT  
OF HEALTH IN THE FREE STATE

**HEALTH HUMAN RESOURCE MANAGEMENT CIRCULAR NO. .... OF 2008  
CLOSING DATE: 19 MARCH 2008**

**ADVERTISEMENT OF POSTS**

Applicants are respectfully informed that if no notification of an interview is received within 4 months from closing date, they must accept that their application was unsuccessful. All applicants must fill in a Z83 form, include a detailed CV and certified copies of qualifications, ID and driver's license.

General requirements: \* Verification on qualifications and South African citizenship will be conducted. \* No e-mail or faxed applications will be considered. \* It remains the responsibility of applicants to ensure that the applications are submitted by the closing date, applications received after the closing date will not be considered.

- POST 1** : **Principal Family Physician**  
Ref. No.: H/F/2
- SALARY** : R540 429.00 all inclusive remuneration package per annum. The inclusive remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and a flexible portion and is structured according to the Government prescripts.
- CENTRE** : Department of Family Medicine: University of the Free State, Bloemfontein
- REQUIREMENTS** : \* Basic MBChB degree or equivalent.  
\* MFamMed or equivalent degree.

- \* Registration with the Health Professions Council of South Africa as Family Physician Independent Practice.
- \* Valid driver's license and willingness to travel.

## RECOMMENDATIONS :

- \* Training and/or experience in the field of Practice management and management in health related services.
- \* Experience and/or interested in education, training, research and student assessment.

### Core competencies:

- \* Communication and interpersonal skills, commitment to change, innovation and creativity.
- \* Knowledge of learning programmes and writing skills.
- \* Professional competence, leadership and decision making skills.
- \* Commitment to quality, problem-solving and conflict management.

## DUTIES :

- \* Teaching and training of under-graduate and post-graduate students in medical and health related programmes.
- \* Development and maintenance of clinical skills modules.
- \* Supervision and guidance of post-graduate and under-graduate students with research projects ending in publications.
- \* Involvement in specialist clinics and in-patient rounds at National District Hospital and quality assurance projects.

## ENQUIRIES :

Dr W.J. Steinberg  
Tel. No. (051) 4013310



Department of Health ◊ Departement van Gesondheid ◊ Lefapha La Bophelo Bo Botle

Ms S. Dowd, Human Resource Management Directorate, Recruitment and Staff Establishment, P.O. Box 227, Bloemfontein 9300  
Tel. 051-4081193, Fax: 051-4081980, Bophelo House, Cor. Maitland Street and Harvey Road, 1<sup>st</sup> Floor, Block A, West Wing

<b>APPLICATIONS</b>	:	Head: Department Family Medicine School of Medicine ( <b>Attention: Prof. E.A.M. Prinsloo</b> ) Internal Box G19 University Free State P.O. Box 339 BLOEMFONTEIN 9301
<b>POST 2</b>	:	<b>Senior Manager: Optometry</b> <b>Ref. No.: H/M/14</b>
<b>SALARY</b>	:	R540 429.00 all inclusive remuneration package per annum. The inclusive remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and a flexible portion and is structured according to the Government prescripts.
<b>CENTRE</b>	:	Department of Optometry: Universitas Academic Hospital, Bloemfontein
<b>REQUIREMENTS</b>	:	<ul style="list-style-type: none"> <li>* At least 5 years experience at a higher education institution.</li> <li>* Managerial Skills: organizational abilities, perseverance, ability to work independent, excellent and interpersonal relationships, ability to manage conflict effectively, holistic perspective and initiative and creativity.</li> </ul>
<b>RECOMMENDATIONS</b>	:	<ul style="list-style-type: none"> <li>* Experience in financial management.</li> <li>* Experience in the development of training programs, especially post-graduate programs.</li> <li>* Ability to communicate in Afrikaans and English.</li> </ul>
<b>DUTIES</b>	:	<ul style="list-style-type: none"> <li>* Coordinating and scheduling of tasks with reference to teaching and learning, research and community service and –learning.</li> <li>* Management of staff within the department.</li> </ul>

- \* Ensure the development of staff within the department.
- \* Maintain healthy staff relationships in the department and within the School for Allied Health Professions (SAHP).
- \* Presentation of recommendations regarding study programs, syllabi, regulations and other academic matters.
- \* Active member and contributing to the work of the committees within the SAHP as well as the Faculty of Health Sciences.
- \* Liaise with parents and students.

<b>ENQUIRIES</b>	:	Prof. G.J. van Zyl Tel. No. (051) 4053059
<b>APPLICATIONS</b>	:	The Chief Executive Officer Universitas Hospital ( <b>Attention: Prof. G.J. van Zyl</b> ) Private Bag X20660 BLOEMFONTEIN 9300
<b>POST 3</b>	:	<b>Assistant Manager: Emergency Medical Services</b> <b>Ref. No.: H/A/10</b>
<b>SALARY</b>	:	R157 686.00 per annum
<b>CENTRE</b>	:	Motheo Health District
<b>REQUIREMENTS</b>	:	<ul style="list-style-type: none"> <li>* An appropriate recognized Bachelor's Degree or Grade 12 (or equivalent) Certificate.</li> <li>* Extensive experience as an Emergency Care Practitioner Intermediate/Advanced.</li> <li>* Appropriate driver's license.</li> <li>* Experience in a health related field.</li> <li>* Appropriate supervisory experience.</li> </ul>

- \* Experience in Finance and Supply Chain Management.
- RECOMMENDATIONS** : Management / supervisory qualifications.
- DUTIES** :
- \* Overall management of Emergency Medical Services in the District.
  - \* Responsible for all financial resources, human resources and Supply Chain Management in the District.
  - \* Control, supervise and manage the different components of EMS in the District.
  - \* Support the Chief Divisional Officer in the implementation of Emergency and Disaster Response in the District.
  - \* Align the Planned Patient Transport Service to the District Health System.
- ENQUIRIES** : Mr A.K. Munilal  
Tel. No. (051) 4081274
- APPLICATIONS** : The Senior Manager:  
Human Resource Management  
(**Attention: Mr M.J. Mokgampanyane**)  
P.O. Box 227  
BLOEMFONTEIN  
9300
- POST 4** : **Chief Clinical Technologist**  
**Ref. No.: H/T/5**
- SALARY** : R132 054.00 per annum
- CENTRE** : Department of Cardiology: Universitas Hospital,  
Bloemfontein
- REQUIREMENTS** :
- \* B.Tech Degree (Clinical Technology – Cardiology).
  - \* Registration with the Health Professions Council of South Africa as Clinical Technologist – Cardiology.

**RECOMMENDATIONS** : Adult Cardiology experience (experience as Qualified Technologist).

**DUTIES** :

- \* Independent functioning in all categories.
- \* Echocardiography (perform, analysis, interpret) + TEE's.
- \* ECG's (Stress, Holter, Routine)
- \* Pacemakers (Implantation and follow-up).
- \* BP Holters, Heart catheterization – IVUS, Intra-Aortic Balloon Pumping, Tilt tests.
- \* Overtime duties.
- \* Supervision.
- \* Supply training.

**ENQUIRIES** : Ms E. Van den Heever  
Tel. No. (051) 4053393

**APPLICATIONS** : The Chief Executive Officer  
Universitas Hospital  
**(Attention: Ms E. Van den Heever)**  
Private Bag X20660  
BLOEMFONTEIN  
9300

<b>Advertisements approved by:</b>
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<p>MR. M W FIKIZOLO</p> <p>.....</p> <p>EXECUTIVE MANAGER:</p> <p>RESOURCE MANAGEMENT AND</p> <p>SUPPORT SERVICES</p> <p>Date: 21 FEBRUARY 2008</p>
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