

FREE STATE PROVINCE




FREE STATE PROVINCIAL GOVERNMENT VACANCY CIRCULAR 108/2007

TO ALL HEADS OF PROVINCIAL DEPARTMENTS

ADVERTISEMENT OF POSTS: DEPARTMENT OF HEALTH

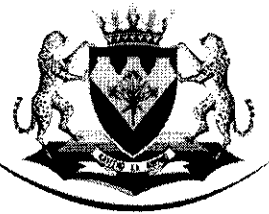
The above-mentioned circular is attached for your information. The content thereof should be brought to the attention of all staff.

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: 03/12/2007

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 2007
CLOSING DATE: 21 DECEMBER 2007

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.

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** : **Senior Specialist (Radiation Oncologist)**
Ref. No.: H/S/104
- SALARY** : R369 000.00 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.
- LOCATION** : Department of Oncotherapy: Universitas Hospital, Bloemfontein
- REQUIREMENTS** : * Registration at the Health Professions Council of South Africa as a Radiation Oncologist.
* M.Med (Rad. Onc.).
- DUTIES** : * Treat cancer patients according to the principles of Batho Pele in order to ensure good patient care.

- * Accurately evaluate and prescribe radiation procedures including simulation and planning, as well as applicable chemotherapy regimes.
- * Work in cancer wards and clinics.
- * Participate in training of radiotherapy/radiography students, technologists and senior medical students.
- * Take part in department's research programme.

ENQUIRIES	:	Prof. L. Goedhals Tel. No. (051) 4052646
APPLICATIONS	:	The Chief Executive Officer Universitas Hospital (Attention: Prof. L. Goedhals) Private Bag X20660 BLOEMFONTEIN 9300
POST 2	:	Managerial Accountant Ref. No.: H/M/92
SALARY	:	R369 000.00 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.
LOCATION	:	Office of the Chief Financial Officer: Universitas Academic Hospital, Bloemfontein
REQUIREMENTS	:	<ul style="list-style-type: none"> * B. Accounting or B.Com Accounting or B.Comp degree. * At least 3 years experience in financial and managerial accounting.

RECOMMENDATIONS : Financial management experience within the health sector will be a recommendation.

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, 1st Floor, Block A, West Wing

DUTIES	:	<ul style="list-style-type: none"> * Ensure that sound financial management principles are established and maintained. * Ensure sound financial planning and control. <ul style="list-style-type: none"> * Compile monthly financial reports. * Establish and maintain cash flow control. * Support management in compiling of multi-term budgets. * Ensure credibility of data with regard to budget, expenditure and projections. * Train and support officials employed in financial components.
ENQUIRIES	:	<p>Me S.R. Dreyer Tel. No. (051) 4053424</p>
APPLICATIONS	:	<p>The Chief Executive Officer Universitas Hospital (Attention: Me S.R. Dreyer) Private Bag X20660 BLOEMFONTEIN 9300</p>
POST 3	:	<p>Principal Medical Officer Ref. No.: H/M/93</p>
SALARY	:	<p>R311 358.00 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.</p>
LOCATION	:	<p>Clinical Haematology: Department of Internal Medicine: Universitas Academic Hospital, Bloemfontein</p>
REQUIREMENTS	:	<ul style="list-style-type: none"> * MBChB.

- * Experience in management of critically ill patients.
 - * Willingness to work in a highly academic environment.
 - * Good management and coping skills.
 - * Excellent people skills and communication skills.
- RECOMMENDATIONS** : *
- * Experience in clinical haematology or intensive care.
 - * Interest in clinical research.
- DUTIES** :
- * Administration chemotherapy.
 - * Management of haematology in- and out-patients.
 - * Student teaching.
 - * Management of patients in research projects.
- ENQUIRIES** : Prof. V.J. Louw
Tel. No. (051) 4053043
- APPLICATIONS** : The Chief Executive Officer
Universitas Hospital
(**Attention: Prof. V.J. Louw**)
Private Bag X20660
BLOEMFONTEIN
9300
- POST 4** : **Principal Medical Officer**
Ref. No.: H/M 99
- SALARY** : R311 358.00 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.

- LOCATION** : Itemoheng District Hospital, Senekal
- REQUIREMENTS** :
- * MBCHB.
 - * Registration with the Health Professions Council of South Africa as Medical Practitioner.
 - * Extensive experience.
- DUTIES** :
- * Render comprehensive health care services at the hospital and catchments clinics.
 - * Be on call at the hospital during normal working hours.
 - * Participate in outreach programmes.
 - * Training and appropriate supervision of interns and Medical Officers.
 - * Relief the Chief Medical Officer.
 - * Supervision and strategic guidance in terms of Clinical Services.
 - * Clinical Administration of the Itemoheng District Hospital.
 - * Participate in quality improvement programmes.
- ENQUIRIES** : Me M.N. Kumalo
Tel. No. (058) 4812114
- APPLICATIONS** : The Chief Executive Officer
Itemoheng District Hospital
(Attention: **Me M.N. Kumalo**)
Private Bag X9
SENEKAL
9600

POST 5	:	Chief Pharmacist Ref. No.: H/P/384
SALARY	:	R196 815.00 per annum
LOCATION	:	Pharmacy: Universitas Hospital, Bloemfontein
REQUIREMENTS	:	Registered as a Pharmacist with the South African Pharmacy Council.
RECOMMENDATIONS	:	<ul style="list-style-type: none"> * Appropriate post registration experience. * Computer literate.
DUTIES	:	<ul style="list-style-type: none"> * Management procurement, storage and distribution of medicine and other pharmaceuticals in hospital. * Dispense medication to patients. * Manage supply of medicines to wards. * Manage and supply of controlled drugs per register. * Dispense medicine after hours including weekends.
ENQUIRIES	:	Ms Z. Loots Tel. No. (051) 4053890
APPLICATIONS	:	The Chief Executive Officer Universitas Hospital (Attention: Ms Z. Loots) Private Bag X20660 BLOEMFONTEIN 9300
POST 6	:	Principal Pharmacist (6 posts) Ref. No.: H/P/385
SALARY	:	R157 686.00 per annum
LOCATION	:	Pharmacy: Universitas Hospital, Bloemfontein
REQUIREMENTS	:	Registration with the South African Pharmacy Council.

- RECOMMENDATIONS** : * Appropriate post registration experience.
- * Computer literate.
- DUTIES** : * Manage procurement, storage and distribution of medicines and other pharmaceuticals in hospital.
- * Dispense medicines and give consultation to patients.
- * Manage supply of medicine to wards.
- * Manage supply of controlled drugs per register.
- * After hours service on rotation.
- ENQUIRIES** : Me Z. Loots
Tel. No. (051) 4053890
- APPLICATIONS** : The Chief Executive Officer
Universitas Hospital
(**Attention: Me Z. Loots**)
Private Bag X20660
BLOEMFONTEIN
9300
- POST 7** : **Principal Pharmacist**
Ref. No.: H/P 387
- SALARY** : R157 686.00 per annum
- LOCATION** : Mofumahadi Manapo Mopeli Regional Hospital:
(ART Pharmacy): Witsieshoek
- REQUIREMENTS** : * Registration with the South African Pharmacy Council as a Pharmacist.
- * Experience in the Anti-retroviral role-out program.
- * Valid driver's license.
- RECOMMENDATIONS** : * The ability to perform under pressure.

		<ul style="list-style-type: none"> * Good interpersonal skills. * Candidate must be able to communicate professionally and ethically with co-workers and client.
DUTIES	:	<ul style="list-style-type: none"> * Manage the provision of a quality pharmaceutical service within the ART site. * Provide a professional advisory service to clinicians and other healthcare workers regarding ART's. * Ensure proper utilization of allocated resources. * Supervise allocated subordinates. * Manage and procure stock utilized for ART. * Dispense ART as stipulated in ART protocols. * Manage and implement an effective referral system between the treatment site and assessment sites. * Compile weekly and monthly reports as requested by ART Sub-directorate.
ENQUIRIES	:	Mr M. Marais Tel. No. (058) 7183395
APPLICATIONS	:	The Chief Executive Officer Mofumahadi Manapo Mopeli Regional Hospital (Attention: Mr D.S. Ntsutle) Private Bag X820 WITSIESHOEK 9870
POST 8	:	Principal Social Worker Ref. No.: H/S/105
SALARY	:	R157 686.00 per annum
LOCATION	:	Universitas Academic Hospital, Bloemfontein

- REQUIREMENTS** :
- * Diploma/Degree in Social Work.
 - * Valid driver's license.
 - * Registration at the South African Council for Social Service Professions.
 - * Proof of all qualifications.
 - * Conversant with acts, policies and legislation pertaining to Social Welfare Services.
 - * Ability to co-ordinate and collaborate in an inter-sectoral environment.
- RECOMMENDATIONS** :
- Sound communication, interviewing, listening, problem solving, networking and report writing skills.
- DUTIES** :
- * Render a specialized social work service to patients and relatives in the Paediatric Ward and Clinic, Neurology and Neurosurgery Ward and Clinic, Plastic Surgery and Urology Ward and Clinic, Cardiothoracic ICU and Clinic, Pain Control Ward and Clinic.
 - * Render a supportive and counseling service to staff working in these wards.
- ENQUIRIES** :
- Me M.C. Alexander
Tel. No. (051) 4053346
- APPLICATIONS** :
- The Chief Executive Officer
Universitas Hospital
(Attention: Me M.C. Alexander)
Private Bag X20660
BLOEMFONTEIN
9300

Advertisements approved by:

Me C M J Blom

ACTING SENIOR MANAGER: HUMAN RESOURCE MANAGEMENT Date: 3 December 2007
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