



FREE STATE PROVINCIAL GOVERNMENT VACANCY CIRCULAR 19/2007

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:.....15/03/2007.....

Department of the Premier Departement van die Premier Lefapha La Tonakgolo

Human Resource Advice, Co-ordination and Management Directorate

FREE STATE PROVINCE



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

**HEALTH HUMAN RESOURCE MANAGEMENT CIRCULAR NO.of 2007
UNLESS STATED OTHERWISE.CLOSING DATE: 10 April 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.

ADVERTISEMENT OF POSTS

- POST 1** : **Specialist-in-training: Cardiology (1 post)**
- SALARY** : R343 257.00 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, plus scarce skills allowance equal to 15% of the annual salary notch.
- REQUIREMENTS** : Registration with the Health Professions Council of South Africa as Specialist Physician.
- RECOMMENDATION** : Appropriate experience in Cardiology.
- DUTIES** : * Provision of medical care to in- and out-patients.



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



Chief Personnel Officer– Recruitment and Staff Establishment, Mr. A. du Toit, • PO Box 227, Bloemfontein 9300 • Tel: 051-405 4851
Fax: 051-403 3425 e-mail - dutoita@doh ofs.gov.za • Room 136A, Lebohang Building, St Andrews Street, Bloemfontein

* Take part in research program of the department.

* Part of the outreach program: Health facilities in Kimberley and Welkom.

REFERENCE : Universitas Hospital (1 post): H/S/23

ENQUIRIES : Prof. J.D. Marx
Tel. No. (051) 4053363

POST 2 : **Registrar (12 posts)**

SALARY : R183 084.00 per annum plus scarce skills allowance equal to 15% of the annual salary notch

REQUIREMENTS : Registration with the Health Professions Council of South Africa as Medical Practitioner (Independent Practise)

DUTIES : *

- Provision of medical care to in- and out-patients.
- * Take part in research program of the department.
- * Part of the outreach program: Health facilities in Kimberley and Welkom.

CENTRE : **Department of Diagnostic Radiology (4 posts)**

RECOMMENDATION : Primary examination in Diagnostic Radiology (College or M Med)

REFERENCE : Universitas Hospital (3 posts): H/R/04
Pelonomi Hospital (1 post): H/R/09

ENQUIRIES : Prof. C.S. de Vries
Tel. No. (051) 4053471

CENTRE : **Department of Forensic Medicine (2 posts)**

RECOMMENDATION : Diploma in Forensic Medicine

REFERENCE : Universitas Hospital (2 posts): H/R/05

ENQUIRIES : Prof. J.B.C. Botha
Tel. No. (051) 4053132

CENTRE : **Department of Obstetrics & Gynaecology (2 posts)**

REFERENCE : Pelonomi Hospital (2 posts): H/R/10

ENQUIRIES : Prof. H.S. Cronje
Tel. No. (051) 4053444

CENTRE : **Department of Oncology (1 post)**

REFERENCE : Universitas Hospital (1 post): H/R/06

ENQUIRIES : Prof. L. Goedhals
Tel. No. (051) 4052646

CENTRE : **Department of Paediatrics and Child Health (2 posts)**

RECOMMENDATION : APLS or equivalent qualification
Experience in Paediatrics

REFERENCE : Universitas Hospital (1 posts): H/R/07
Pelonomi Hospital (1 post): H/R/11

ENQUIRIES : Prof. A. Venter
Tel. No. (051) 4053181

CENTRE : **Department of Psychiatry (1 post)**

REQUIREMENTS : Recognized post graduate Diploma in Mental

Health.

The successful applicant will be required to register as a post graduate student for the MMed(Psych) degree.

- RECOMMENDATION** : Post graduate experience in Psychiatry
- REFERENCE** : H/R/12
- ENQUIRIES** : Prof. P.J. Pretorius
Tel. No. (051) 4079294/6
- CENTRE** : **Department of Community Health (1 post)**
- REQUIREMENTS** : Registration with the Health Professions Council of South Africa as Medical Practitioner (independent practise)
- MB ChB degree or a qualification deemed equivalent by the Department of Community Health and the University of the Free State.
- RECOMMENDATION** : Valid driver's license and own transport.
- Knowledge and or experience of Community/ Public Health in South Africa.
- DUTIES** :
- * Applicable service rendering in various institutions and organizations as determined by the Head of the Department of Community Health and relevant regulations.
 - * Support the Department of Community Health with teaching responsibilities in pre- and postgraduate training as well as participation in academic activities of the Department.
 - * Initiate and participate in research projects
- REFERENCE** : Universitas Hospital (1 post): H/R/08
- ENQUIRIES** : Prof. W.H. Kruger
Tel. No. (051) 4053136

REGISTRAR APPLICATIONS FOR:**UNIVERSITAS HOSPITAL:**

The Chief Executive Officer
 Universitas Hospital
(Attention: Mrs C.H. Cloete)
 Private Bag X20660
 BLOEMFONTEIN
 9300

PELONOMI HOSPITAL:

The Chief Executive Officer
 Pelonomi Regional Hospital
(Attention: Mr S.I. Makhema)
 Private Bag X20581
 BLOEMFONTEIN
 9300

THE FREE STATE PSYCHIATRIC COMPLEX:

The Chief Executive Officer
 Free State Psychiatric Complex
(Attention: Prof. P.J. Pretorius)
 Private Bag X20607
 BLOEMFONTEIN
 9300

CLOSING DATE FOR THE FOLLOWING POSTS: 16 APRIL 2007

POST 3	:	Principal Specialist (Internal Medicine)
SALARY	:	R502 725.00 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 plus scarce skills allowance equal to

15% and rural allowance equal to 22% of the annual salary notch.

CENTRE	:	Mofumahadi Manapo Mopeli Regional Hospital, Witsieshoek
REQUIREMENTS	:	<ul style="list-style-type: none"> * Registration with the Health Professions Council of South Africa as a Specialist physician (Internal Medicine). * Fully registered with the Health Professions Council of South Africa for the year 2007.
RECOMMENDATIONS	:	<ul style="list-style-type: none"> * Appropriate post-specialization clinical experience. * Clinical Management ability, teaching and conflict management skills.
DUTIES	:	<ul style="list-style-type: none"> * Plan, manage and coordinate level II clinical activities. * Liaise with provincial tertiary services and all other relevant stakeholders in matters relating to academic and purely clinical activities. * To be an ex-officio member of the Hospital Executive Management. * Participate in relevant clinical research and clinical quality programs. * Provide overall clinical supervision to doctors attached to the domain. * Support the referring district hospitals through Outreach program.
ENQUIRIES	:	Dr S.J. Moloi Tel. No. (058) 7183200
REFERENCE	:	H/S/24
APPLICATIONS	:	The Chief Executive Officer Mofumahadi Manapo Mopeli Regional Hospital (Attention: Dr S.J. Moloi)

Private Bag X820
WITSIESHOEK
9870

POST 4	:	Senior Specialist (Obstetrics & Gynaecology)
SALARY	:	R343 257.00 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, plus scarce skills allowance equal to 15% and rural allowance equal to 22% of the annual salary notch.
CENTRE	:	Mofumahadi Manapo Mopeli Regional Hospital, Witsieshoek
REQUIREMENTS	:	<ul style="list-style-type: none"> * Registration with the Health Professions Council of South Africa as Specialist (Obstetrics & Gynaecology). * Mmed. FCOG or equivalent. * Full registration with the Health Professions Council of South Africa for 2007.
RECOMMENDATIONS	:	Research and clinical teaching experience.
DUTIES	:	<ul style="list-style-type: none"> * Perform specialist level II clinical work. * Liaise with other stakeholders in coordinating maternity and gynaecology services in the area. * Support the District Health Services through Outreach Programs. * Provide overall clinical supervision in the domain.
ENQUIRIES	:	Dr S.J. Moloi Tel. No. (058) 7183200

REFERENCE	:	H/S/25
APPLICATIONS	:	The Chief Executive Officer Mofumahadi Manapo Mopeli Regional Hospital (Attention: Dr S.J. Moloi) Private Bag X820 WITSIESHOEK 9870
POST 5	:	Head of Internal Audit
SALARY	:	R343 257.00 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	:	Internal Audit: Corporate Office, Bloemfontein
REQUIREMENTS	:	<ul style="list-style-type: none"> * An appropriate post graduate degree (or equivalent qualification) in Auditing. * Appropriate experience in Internal Audit, Risk Management and supervision. * An in-depth knowledge and extensive experience of Public Service Financial Systems (PERSAL, BAS and Supply Chain Management) is essential. * Excellent written and verbal communication skills coupled with good interpersonal skills as well as analytical and problem solving skills. * Have a valid driver's license, be prepared to travel extensively and work under pressure. * Must be computer literate and membership of IIA is an added advantage.
RECOMMENDATIONS	:	CIA.

DUTIES	:	<ul style="list-style-type: none"> * As the Head of the Internal Audit function, the incumbent will be responsible for the overall effectiveness of the unit, monitoring of compliance with regard to all regulations as set out by the Public Finance Management Act of 1999 (Act No. 1 of 1999) and according to the Standard for Professional Practice of Internal Auditors (SPPIA). * Development and implementation of the three years' strategic and annual plans. * Supervise the risk analyst planning and execution of audits in accordance with accepted standards. * Review work of subordinates. * Prepare a draft report with recommendations and make formal and informal presentations to management. * Supervise, empower and develop all personnel in the unit to ensure high quality output. * Promote a culture and image of professionalism. * Assist with the facilitation of the risk assessment of the Department. * Perform special reviews at the request of management and contribute towards the overall functioning of Internal Audit.
ENQUIRIES	:	Mr T. Baleni Tel. No. (051) 4081557
REFERENCE	:	H//01
APPLICATIONS	:	The Senior Manager Human Resource Management (Attention: Mr M.J. Mokgampanyane) P.O. Box 227 BLOEMFONTEIN 9300

POST 6	:	Principal Medical Officer (Anaesthesia) (2 posts)
SALARY	:	R289 635.00 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, plus scarce skills allowance equal to 15% of the annual salary notch.
CENTRE	:	Pelonomi Regional Hospital, Bloemfontein
REQUIREMENTS	:	Registration with the Health Professions Council of South Africa as Medical Practitioner.
RECOMMENDATIONS	:	Diploma Anaesthesia.
DUTIES	:	<ul style="list-style-type: none"> * Clinical service delivery including providing anaesthesia and pre-medication. * Work in hospitals on the academic complex with outreach to district hospitals.
ENQUIRIES	:	Dr W. Konig Tel. No. (051) 4051936/7
REFERENCE	:	H/M/12
APPLICATIONS	:	The Chief Executive Officer Pelonomi Regional Hospital (Attention: P. Julius) Private Bag X20581 BLOEMFONTEIN 9300
POST 7	:	Principal Medical Officer
SALARY	:	R289 635.00 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, plus scarce skills allowance equal to 15% and rural allowance equal to 22% of the annual salary notch.

CENTRE	:	Phekolong District Hospital, Bethlehem
REQUIREMENTS	:	<ul style="list-style-type: none"> * Registration with the Health Professions Council of South Africa as Medical Practitioner. * Extensive appropriate experience.
RECOMMENDATIONS	:	<ul style="list-style-type: none"> * Driver's license. * Appropriate experience. * Computer literacy.
DUTIES	:	<ul style="list-style-type: none"> * Management and treatment of patients on the Anti-Retroviral programme. * Participating in all clinical programmes related to the institution, including doing commuted overtime.
ENQUIRIES	:	Dr Y. Valdes Tel. No. (058) 3037113
REFERENCE	:	H/M/13
APPLICATIONS	:	The Chief Executive Officer Phekolong District Hospital (Attention: Me C.H. Kala) Private Bag X1 BETHLEHEM 9700
POST 8	:	Principal Medical Officer (2 posts)
SALARY	:	R289 635.00 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, plus scarce skills allowance equal to 15% and rural allowance equal to 22% of the annual salary notch.

CENTRE	:	Mofumahadi Manapo Mopeli Regional Hospital, Witsieshoek
REQUIREMENTS	:	Full registration with the Health Professions Council of South Africa as a Medical Practitioner for the year 2007.
RECOMMENDATIONS	:	<ul style="list-style-type: none"> * Appropriate post community service. * Clinical experience. * ATLS or ACLS or PALS training.
DUTIES	:	<ul style="list-style-type: none"> * Casualty Emergency Department Medical Officer. * Manage all patient emergencies in Casualty. * Supervise junior doctors and participate in hospital's Quality Improvement Programs. * Do after-hours/overtime.
ENQUIRIES	:	Dr S.J. Moloi Tel. No. (058) 7183200
REFERENCE	:	H/M/14
APPLICATIONS	:	The Chief Executive Officer Mofumahadi Manapo Mopeli Regional Hospital (Attention: Dr S.J. Moloi) Private Bag X820 WITSIESHOEK 9870
POST 9	:	Chief Pharmacist

SALARY	:	R183 084.00 per annum plus scarce skills allowance equal to 15% of the annual salary notch
CENTRE	:	Medical Depot: Warehouse Management: Bloemfontein
REQUIREMENTS	:	<ul style="list-style-type: none"> * Registration with the South African Pharmacy Council as a Pharmacist. * B.Pharm Degree. * Knowledge of Supply Chain Management policies. * Extensive experience in a supervisory position.
RECOMMENDATIONS	:	<ul style="list-style-type: none"> * Warehouse management experience. * Knowledge of Public Service Human Resource policies and procedures.
DUTIES	:	<ul style="list-style-type: none"> * Management of pharmaceutical and non-pharmaceutical stock in the warehouse. * Risk management. * Develop and implement procedures to improve supply of medical stock to other institutions. * Management of distribution of stock to all Health facilities in the Free State Province according to Good Distribution Practices. * Supervision of personnel.
ENQUIRIES	:	Mr J. Meiring Tel. No. (051) 4303091
REFERENCE	:	H/P/87
APPLICATIONS	:	The Senior Manager Human Resource Management (Attention: Mr M.J. Mokgampanyane) P.O. Box 227

BLOEMFONTEIN
9300

POST 10	:	Control Clinical Technologist
SALARY	:	R183 084.00 per annum
CENTRE	:	Cardio-Thoracic Theatre: Universitas Hospital, Bloemfontein
REQUIREMENTS	:	<ul style="list-style-type: none"> * B.Tech Degree in Clinical Technology. * Registration with the Health Professions Council of South Africa as Clinical Technologist. * Speciality: Cardio-vascular perfusion. * Appropriate post graduate experience in Cardio-vascular perfusion.
DUTIES	:	<ul style="list-style-type: none"> * Must be able to perform Cardio-pulmonary bypasses in adults, paediatric and neonate patients. * Must be able to perform extra corporeal membrane oxygenation in adults, paediatric and neonate patients. * Perform ventricle assist devices – adults, paediatric and neonate patients. * Perform and assist with intra-aortic balloon pumps. * Managing of surgical ablations. * Training and lecturing students. * Administration and ordering of stock. * Working overtime/after hours.
ENQUIRIES	:	Mrs J.M. Erasmus Tel. No. (051) 4053861

REFERENCE	:	H/C/18
APPLICATIONS	:	The Chief Executive Officer Universitas Hospital (Attention: Mrs J.M. Erasmus) Private Bag X20660 BLOEMFONTEIN 9300
POST 11	:	Senior Medical Officer (Anaesthesia) (5 posts)
SALARY	:	R183 084.00 per annum plus scarce skills allowance equal to 15% of the annual salary notch.
CENTRE	:	Pelonomi Regional Hospital, Bloemfontein
REQUIREMENTS	:	Registration with the Health Professions Council of South Africa as Medical Practitioner.
DUTIES	:	<ul style="list-style-type: none"> * Clinical service delivery including providing anaesthesia and pre-medication. * Work in hospitals on the academic complex.
ENQUIRIES	:	Dr M.G. Schoon Tel. No. (051) 4051936/7
REFERENCE	:	H/M/15
APPLICATIONS	:	The Chief Executive Officer Pelonomi Regional Hospital (Attention: P. Julius) Private Bag X20581 BLOEMFONTEIN 9300
POST 12	:	Senior Medical Officer (Casualty) (4 posts)

SALARY	:	R183 084.00 per annum plus scarce skills allowance equal to 15% of the annual salary notch.
CENTRE	:	Pelonomi Regional Hospital, Bloemfontein
REQUIREMENTS	:	Registration with the Health Professions Council of South Africa as Medical Practitioner.
DUTIES	:	Clinical service delivery in the Emergency departments of Pelonomi- and National Hospitals.
ENQUIRIES	:	Prof. A. Prinsloo Tel. No. (051) 4013307
REFERENCE	:	H/M/16
APPLICATIONS	:	The Chief Executive Officer Pelonomi Regional Hospital (Attention: P. Julius) Private Bag X20581 BLOEMFONTEIN 9300
POST 13	:	Senior Medical Officer (2 posts)
SALARY	:	R183 084.00 per annum plus scarce skills allowance equal to 15% and rural allowance equal to 22% of the annual salary notch.
CENTRE	:	Mofumahadi Manapo Mopeli Regional Hospital, Witsieshoek
REQUIREMENTS	:	Full registration with the Health Professions Council of South Africa as a Medical Practitioner for the year 2007.
RECOMMENDATIONS	:	<ul style="list-style-type: none"> * Post community service. * Clinical experience. * ATLS/ACLS/PALS or ARV Program training.

DUTIES	:	<ul style="list-style-type: none"> * Manage patients in our ARV Clinic and other clinical domains as dictated by need. * Participate in the Hospital's Quality Improvement Programs. * Do after-hours/overtime.
ENQUIRIES	:	Dr S.J. Moloi Tel. No. (058) 7183200
REFERENCE	:	H/M/17
APPLICATIONS	:	The Chief Executive Officer Mofumahadi Manapo Mopeli Regional Hospital (Attention: Dr S.J. Moloi) Private Bag X820 WITSIESHOEK 9870
POST 14	:	Senior Medical Officer
SALARY	:	R183 084.00 per annum plus scarce skills allowance equal to 15% and rural allowance equal to 22% of the annual salary notch.
CENTRE	:	Phekolong District Hospital, Bethlehem
REQUIREMENTS	:	Registration with the Health Professions Council of South Africa as Medical Practitioner.
RECOMMENDATIONS	:	<ul style="list-style-type: none"> * Driver's license. * Appropriate experience. * Computer literacy.
DUTIES	:	<ul style="list-style-type: none"> * Management and treatment of patients on ARV Program. * Clinical duties. * Attending to Casualty and Outpatient Departments.

- * Attending to Maternity patients and performing caesarean sections and other level I hospital operations.
- * Giving anaesthesia for level I hospital patients.
- * Doing ward rounds.
- * Attending to forensic and psychiatric patients.
- * Supervising community doctors.
- * Doing commuted overtime.

ENQUIRIES	:	Dr Y. Valdes Tel. No. (058) 3037113
REFERENCE	:	H/M/18
APPLICATIONS	:	The Chief Executive Officer Phekolong District Hospital (Attention: Me C.H. Kala) Private Bag X1 BETHLEHEM 9700
POST 15	:	Senior Medical Officer
SALARY	:	R183 084.00 per annum plus scarce skills allowance equal to 15% and rural allowance equal to 18% of the annual salary notch.
CENTRE	:	Stoffel Coetzee District Hospital, Smithfield
REQUIREMENTS	:	Registration with the Health Professions Council of South Africa as Medical Practitioner.
RECOMMENDATIONS	:	Previous relevant experience as a Medical Practitioner.
DUTIES	:	To render a comprehensive, curative, preventative and promotive health care services at the district hospital and surrounding clinics.

ENQUIRIES	:	Dr R. Coertze Tel. No. (051) 6830168
REFERENCE	:	H/M/19
APPLICATIONS	:	The Chief Executive Officer Stoffel Coetzee District Hospital (Attention: Mrs C.M. Smith) Private Bag X5 SMITHFIELD 9966
POST 16	:	Principal Pharmacist (4 posts)
SALARY	:	R146 685.00 per annum plus scarce skills allowance equal to 15% of the annual salary notch
CENTRE	:	Medical Depot: Warehouse Management, Bloemfontein
REQUIREMENTS	:	<ul style="list-style-type: none"> * Registration with the South African Pharmacy Council as a Pharmacist. * B.Pharm Degree.
RECOMMENDATIONS	:	<ul style="list-style-type: none"> * Experience in stock management. * Knowledge and understanding of Supply Chain Management policies.
DUTIES	:	<ul style="list-style-type: none"> * Management of pharmaceutical and non-pharmaceutical stock in the warehouse. * Communication with other facilities to improve supply of medicines and medical consumables. * Management of stock discrepancies. * Supervision of personnel.
ENQUIRIES	:	Mr J. Meiring / Mr K.F. Kgole Tel. No. (051) 4303091

REFERENCE	:	H/P/88
APPLICATIONS	:	The Senior Manager Human Resource Management (Attention: Mr M.J. Mokgampanyane) P.O. Box 227 BLOEMFONTEIN 9300
POST 17	:	Senior Clinical Psychologist
SALARY	:	R146 685.00 per annum plus scarce skills allowance equal to 10% and rural allowance equal to 17% of the annual salary notch
CENTRE	:	Dihlabeng Regional Hospital, Bethlehem
REQUIREMENTS	:	<ul style="list-style-type: none"> * Current registration with the Health Professions Council of South Africa as a Clinical Psychologist. * Master's degree in Clinical Psychology.
RECOMMENDATIONS	:	<ul style="list-style-type: none"> * Experience in the application of community service/outreach programme. * Experience of providing mental health care in a multi-professional setting. * Experience in Child Psychology.
DUTIES	:	<ul style="list-style-type: none"> * To provide a comprehensive psychological service at the Child Mental Health Care Centre. * To train medical students and intern psychologists to serve the needs of the community. * Responsible for research applicable to mental health services. * To take part in the outreach program for children and adolescents.

ENQUIRIES : Dr M. de Beer
Tel. No. (058) 3035331

REFERENCE : H/C/19

APPLICATIONS : The Chief Executive Officer
Dihlabeng Regional Hospital
(Attention: Me T. Harris)
Private Bag X3
BETHLEHEM
9700

Advertisements approved by:

.....
ACTING SENIOR MANAGER:
HUMAN RESOURCE MANAGEMENT
Date: