



FREE STATE PROVINCIAL GOVERNMENT VACANCY CIRCULAR 70/2007

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: 31/07/2007

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
UNLESS STATED OTHERWISE CLOSING DATE: 20 August 2007**

ADVERTISEMENT OF POSTS

Applications must be submitted on form Z83 obtainable from any Government Department and must be accompanied by certified copies of qualifications and certificates.

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	:	Chief Professional Nurse
SALARY	:	R132 054.00 per annum
CENTRE	:	Heidedal Community Health Centre
REQUIREMENTS	:	Registration with the South African Nursing Council as General Nurse.
RECOMMENDATIONS	:	Primary Health Care experience.
DUTIES	:	To provide a comprehensive primary health care core package under supervision.
ENQUIRIES	:	Me Qhojeng

Tel. No. (051) 4041200

REFERENCE	:	H/P/233
APPLICATIONS	:	The District Manager Motheo District (Attention: Mr D.H. le Roux) P.O. Box 441 BLOEMFONTEIN 9300
POST 2	:	Chief Professional Nurse
SALARY	:	R132 054.00 per annum plus rural allowance equal to 8% of the annual salary notch.
CENTRE	:	Mobile Units, Motheo District
REQUIREMENTS	:	<ul style="list-style-type: none"> * Current registration with the South African Nursing Council in General Nursing, Midwifery and Psychiatry. * Driver's license (Code 8/EB).
RECOMMENDATIONS	:	<ul style="list-style-type: none"> * Primary Health Care experience. * Training in IMCI/EPI, HIV/AIDS Counselling, Reproductive Health and screening course.
DUTIES	:	To provide a comprehensive primary health care service in accordance with Primary Health Care Core package.
ENQUIRIES	:	Mr M.S. Maselo Tel. No. (051) 4039715
REFERENCE	:	H/P/234
APPLICATIONS	:	The District Manager Motheo District (Attention: Mr D.H. le Roux) P.O. Box 441 BLOEMFONTEIN 9300

POST 3 : **Chief Professional Nurse (Surgery) (3 posts)**

SALARY : R132 054.00 per annum

CENTRE : Pelonomi Regional Hospital, Bloemfontein

REQUIREMENTS : *

- * Registration with the South African Nursing Council as a General Nurse.
- * Post registration qualification in Critical Care or Trauma.

RECOMMENDATIONS : Experience and/or willingness to work in the Burns Unit.

DUTIES : *

- * Cost control in the cost centre.
- * Conflict resolution.
- * Rendering of quality care and supervision in the cost centre.

ENQUIRIES : Mr M.K. Mohlakoana
Tel. No. (051) 4051339

REFERENCE : H/P/235

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

POST 4 : **Chief Professional Nurse (Surgery)**

SALARY : R132 054.00 per annum

CENTRE : Pelonomi Regional Hospital, Bloemfontein

REQUIREMENTS	:	<ul style="list-style-type: none"> * Registration with the South African Nursing Council as a General Nurse. * Appropriate experience as a Professional Nurse.
RECOMMENDATIONS	:	Qualification or experience in Surgical care.
DUTIES	:	<ul style="list-style-type: none"> * Cost control. * Conflict resolution. * Rendering of quality care to patients.
ENQUIRIES	:	Mr M.K. Mohlakoana Tel. No. (051) 4051339
REFERENCE	:	H/P/236
APPLICATIONS	:	The Chief Executive Officer Pelonomi Regional Hospital (Attention: Mr S.I. Makhema) Private Bag X20581 BLOEMFONTEIN 9300
POST 5	:	Chief Professional Nurse (Paediatrics) (2 posts)
SALARY	:	R132 054.00 per annum
CENTRE	:	Pelonomi Regional Hospital, Bloemfontein
REQUIREMENTS	:	<ul style="list-style-type: none"> * Registration with the South African Nursing Council as a General Nurse. * Appropriate experience as a Professional Nurse.
RECOMMENDATIONS	:	Diploma in Paediatrics or Neonatology.
DUTIES	:	<ul style="list-style-type: none"> * Cost control in the Cost Centre. * Conflict resolution.

* Quality Patient Care.

ENQUIRIES	:	Me M.M. Nkhobo Tel. No. (051) 4051147
REFERENCE	:	H/P/237
APPLICATIONS	:	The Chief Executive Officer Pelonomi Regional Hospital (Attention: Mr S.I. Makhema) Private Bag X20581 BLOEMFONTEIN 9300
POST 6	:	Professional Nurse
SALARY	:	R85 362.00 per annum plus rural allowance equal to 8% of the annual salary notch.
CENTRE	:	Katleho District Hospital, Virginia
REQUIREMENTS	:	Registration with the South African Nursing Council as General Nurse and Midwife.
RECOMMENDATIONS	:	* Well developed interpersonal skills. * Ability to function effectively under pressure.
DUTIES	:	* Render quality comprehensive patient care. * Participate in Quality Improvement Programme. * Perform other duties as delegated.
ENQUIRIES	:	Mrs K.E. Mofokeng Tel. No. (057) 2213324
REFERENCE	:	H/P/238
APPLICATIONS	:	The Chief Executive Officer Katleho District Hospital (Attention: Mr R.S. Khoali)

Private Bag X4
VIRGINIA
9430

POST 7	:	Professional Nurse (5 posts)
SALARY	:	R85 362.00 per annum plus rural allowance equal to 8% of the annual salary notch
CENTRE	:	Diamant District Hospital, Jagersfontein
REQUIREMENTS	:	Registration with the South African Nursing Council as a General Nurse and Midwife.
RECOMMENDATIONS	:	Relevant appropriate experience.
DUTIES	:	<ul style="list-style-type: none"> * Render comprehensive Primary Health Care to both in- and out-patients. * Initiate and implement nursing care regimens. * Initiate, monitor and sustain quality improvement projects. * Supervise subordinates. * Do after hours services (On call).
ENQUIRIES	:	Me M.S. Mohajane Tel. No. (051) 7240079
REFERENCE	:	H/P/239
APPLICATIONS	:	The Chief Executive Officer Diamant District Hospital (Attention: Mr T.E. Makume) Private Bag X06 JAGERSFONTEIN 9974
POST 9	:	Senior Artisan (Fitter & Turner)

SALARY	:	R85 362.00 per annum
CENTRE	:	Pelonomi Regional Hospital, Bloemfontein
REQUIREMENTS	:	* Completed apprenticeship and completion of trade test and be in the position of Red seal certificate.
RECOMMENDATIONS	:	* Sound knowledge of arc and gas welding. * Three to five years experience of steam and steam appliances.
DUTIES	:	* To provide maintenance and repair service in the Hospital. * To work after hours if the need arise.
ENQUIRIES	:	Mr G. Venter Tel. No. (051) 4051227
REFERENCE	:	H/A/133
APPLICATIONS	:	The Chief Executive Officer Pelonomi Regional Hospital (Attention: Mr S.I. Makhema) Private Bag X20581 BLOEMFONTEIN 9300

POST 10	:	Administration Clerk Grade II (3 posts)
SALARY	:	R49 665.00 per annum
CENTRE	:	Winburg District Hospital
REQUIREMENTS	:	Junior (or equivalent) Certificate.
RECOMMENDATIONS	:	* Computer literacy. * Knowledge of PADS.
DUTIES	:	* To admit patients according to the policies and procedures.

- * Discharge and bill of patients effectively and efficiently.
- * Ensure that filing is done properly and according to the policy.
- * To ensure that Hospital Revenue is collected.

ENQUIRIES : Me D.M. Tamme
Tel. No. (051) 8810046

REFERENCE : H/A/132

APPLICATIONS : The Chief Executive Officer
Winburg District Hospital
(**Attention: Ms J.L. Bester**)
Private Bag X2
WINBURG
9420

POST 11 : **Senior Operator (Steam Boiler)**

SALARY : R49 665.00 per annum

CENTRE : Pelonomi Regional Hospital, Bloemfontein

REQUIREMENTS : Junior (or equivalent) Certificate.

- * Must have National Diploma in Boiler Operation.
- * Appropriate experience as Boiler Operator.

RECOMMENDATIONS : Knowledge of steam boiler will serve as a recommendation.

DUTIES : * Operation of the steam boilers and routine inspections.
* Fulfillment of prescribed safety measures.

ENQUIRIES : Mr G. Venter
Tel. No. (051) 4051227

REFERENCE : H/O/8

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

POST 12 : **Tradesman Aid (Steam Boiler) (2 posts)**

SALARY : R43 245.00 per annum

CENTRE : Pelonomi Regional Hospital, Bloemfontein

REQUIREMENTS : ABET Qualification.

RECOMMENDATIONS : Knowledge of steam boiler.

DUTIES : Assist boiler operators in their daily duties, such as cleaning of boiler house and equipment.

ENQUIRIES : Mr G. Venter
Tel. No. (051) 4051227

REFERENCE : H/T/13

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

<p>Advertisements approved by:</p> <p>..... ACTING SENIOR MANAGER: HUMAN RESOURCE MANAGEMENT</p> <p>Date:</p>
