




FREE STATE PROVINCIAL GOVERNMENT VACANCY CIRCULAR 85/2007

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: 2007/09/18

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

Human Resource Advice, Co-ordination and Management Directorate

FREE STATE PROVINCIAL GOVERNMENT:
DEPARTMENT OF HEALTH

HEALTH HUMAN RESOURCE MANAGEMENT CIRCULAR NO. OF 2007
CLOSING DATE: 12 OCTOBER 2007

ADVERTISEMENT OF POSTS

POST 1	:	Chief Professional Nurse Ref. No.: H/P/320
SALARY	:	R132 054 .00 per annum
CENTRE	:	Xhariep District (Mobile Units – Zastron)
REQUIREMENTS	:	<ul style="list-style-type: none">* Diploma in General Nursing, Midwife and Community Services.* Current proof of registration at the South African Nursing Council.* Driver's license.
RECOMMENDATIONS	:	<ul style="list-style-type: none">* Appropriate experience.* Good interpersonal skills and communication skills.
DUTIES	:	<ul style="list-style-type: none">* Supervision and support of the comprehensive health care service at the clinical level.* Ensure effective management and best practice and implementation of Batho Pele Principles.* Willing to take initiative to implement and support health policies and primary health care programs.
ENQUIRIES	:	Me F.M. MacKay Tel. No. (051) 6731816
APPLICATIONS	:	The District Manager Xhariep District (Attention: Mr T.S. Monatisa)

Private Bag X20710
BLOEMFONTEIN
9300

- POST 2** : **Chief Professional Nurse**
Ref. No.: H/P/321
- SALARY** : R132 054 .00 per annum
- CENTRE** : National District Hospital, Bloemfontein
- REQUIREMENTS** :
- * Registration with the South African Nursing Council.
 - * Chief Professional Nurse and Forensic Nursing trained.
- RECOMMENDATIONS** :
- * Relevant experience.
 - * Valid driver's license.
- DUTIES** :
- * To deliver a full forensic service to clients of National District Hospital.
 - * Implementation of different programs.
 - * Monitor the HIV/AIDS comprehensive care plan in the unit.
 - * To manage the implementation of financial and resource plan in the unit.
 - * To supervise the skills development program.
- ENQUIRIES** : Me L.M. Mayeng
Tel. No. (051) 4039601
- APPLICATIONS** : The Chief Executive Officer
National District Hospital
(**Attention: Me P. Mehlwana**)
Private Bag X20598
BLOEMFONTEIN
9300
- POST 3** : **Senior Professional Nurse**
Ref. No.: H/P/322

SALARY	:	R106 335.00 per annum plus Rural Allowance
CENTRE	:	Ma-Haig Clinic, Witsieshoek: Local Area Maluti-A-Phofung
REQUIREMENTS	:	<ul style="list-style-type: none"> * Registration with the South African Nursing Council as General Nurse and Midwife, Psychiatric and Community Health. * South African Nursing Council receipt for the current year. * Appropriate experience in Primary Health Care.
RECOMMENDATIONS	:	<ul style="list-style-type: none"> * Ability to work under pressure. * Ability to implement and manage change. * Good written and verbal communication skills. * Confidentiality. * Good interpersonal relations.
DUTIES	:	<ul style="list-style-type: none"> * Render a comprehensive primary health care service in a community health centre. * Identify the needs for nursing care, formulate and implementation of primary health care programs as well as the evaluation thereof. * Responsible for quality patient care. * Curative services: Chronic care, integrated management of childhood illnesses.
ENQUIRIES	:	M.L. Tsibuli Tel. No. (058) 7132996
APPLICATIONS	:	The District Manager Thabo Mofutsanyana District (Attention: H. van Zyl) Private Bag X824 WITSIESHOEK

9870

POST 4	:	Senior Professional Nurse Ref. No.: H/P/323
SALARY	:	R106 335.00 per annum plus Rural Allowance
CENTRE	:	Mobile Unit, Witsieshoek: Local Area Maluti-A-Phofung
REQUIREMENTS	:	<ul style="list-style-type: none"> * Registration with the South African Nursing Council as General Nurse and Midwife, Community Health, Psychiatry. * Proof of South African Nursing Council receipt for the current year. * Relevant experience. * Driver's license.
RECOMMENDATIONS	:	<ul style="list-style-type: none"> * Ability to work under pressure. * Ability to implement and manage change. * Good written and verbal communication skills. * Confidentiality. * Good interpersonal relations.
DUTIES	:	<ul style="list-style-type: none"> * Render a comprehensive Primary Health Care Rural Service in the mobile unit. * Identify the needs for nursing care, formulate and implementation of primary health care programs as well as the evaluation thereof. * Responsible for quality patient care. * Teaching of subordinates.
ENQUIRIES	:	Mrs M.L. Tsibuli Tel. No. (058) 7132996
APPLICATIONS	:	The District Manager

Thabo Mofutsanyana District
(Attention: H. van Zyl)
 Private Bag X824
 WITSIESHOEK
 9870

POST 5	:	Senior Professional Nurse (4 posts) Ref. No.: H/P/324
SALARY	:	R106 335.00 per annum
CENTRE	:	Botshabelo District Hospital
REQUIREMENTS	:	Registration with the South African Nursing Council as General Nurse and Midwife.
RECOMMENDATIONS	:	<ul style="list-style-type: none"> * Good interpersonal relations. * Ability to perform under pressure, physical fitness. * Appropriate experience and knowledge in Nursing Service Management/Care.
DUTIES	:	<ul style="list-style-type: none"> * Render quality patient care. * Planning and implementation of the Occupational Health and Safety (OHS) management program in terms of current legislation. * Identify OHS risk to patient, families and staff and implement measures to minimize or eliminate such and promote safety. * Management of different wards.
ENQUIRIES	:	Me T.E. Mokoena Tel. No. (051) 5330211
APPLICATIONS	:	The Chief Executive Officer Botshabelo District Hospital (Attention: Mr B.A. Mphamo) Private Bag X527 BOTSHABELO 9781

POST 6	:	Chief Administration Clerk (Finance) Ref. No.: H/A/212
SALARY	:	R106 335.00 per annum
CENTRE	:	Mofumahadi Manapo Mopeli Regional Hospital, Witsieshoek
REQUIREMENTS	:	<ul style="list-style-type: none"> * Senior Certificate. * Extensive appropriate experience.
RECOMMENDATIONS	:	Having background of revenue collection, BAS, ICD 10, PADS and LOGIS I.
DUTIES	:	<ul style="list-style-type: none"> * Monitor and evaluate daily revenue collection. * Reports and banking daily. * Billing and write-offs evaluation and banking over debts. * Attend meetings. * All supervisory duties.
ENQUIRIES	:	Mr M.J. Khanye Tel. No. (058) 7183223
APPLICATIONS	:	The Chief Executive Officer Mofumahadi Manapo Mopeli Regional Hospital (Attention: S.S. Diso) Private Bag X820 WITSIESHOEK 9870
POST 7	:	Professional Nurse Ref. No.: H/P/325
SALARY	:	R85 362.00 per annum plus Rural Allowance
CENTRE	:	Tshiame Community Health Centre, Harrismith: Local Area Maluti-A-Phofung

- REQUIREMENTS** :
- * Registration with the South African Nursing Council as General Nurse and Midwife, Psychiatric and Community Health.
 - * South African Nursing Council receipt for the current year.
 - * Appropriate experience in Primary Health Care.
- RECOMMENDATIONS** :
- * Ability to work under pressure.
 - * Ability to implement and manage change.
 - * Good written and verbal communication skills.
 - * Confidentiality.
 - * Good interpersonal relations.
- DUTIES** :
- * Render a comprehensive primary health care service in a community health centre.
 - * Identify the needs for nursing care, formulate and implementation of primary health care programs as well as the evaluation thereof.
 - * Responsible for quality patient care.
 - * Curative services: Chronic care, integrated management of childhood illnesses.
- ENQUIRIES** :
- M.L. Tsibuli
Tel. No. (058) 7132996
- APPLICATIONS** :
- The District Manager
Thabo Mofutsanyana District
(Attention: H. van Zyl)
Private Bag X824
WITSIESHOEK
9870
- POST 8** :
- Professional Nurse**
Ref. No.: H/P/326
- SALARY** :
- R85 362.00 per annum plus Rural Allowance

CENTRE	:	Lesedi Clinic, Harrismith: Local Area Maluti-A-Phofung
REQUIREMENTS	:	<ul style="list-style-type: none"> * Registration with the South African Nursing Council as General Nurse and Midwife, Psychiatric and Community Health. * South African Nursing Council receipt for the current year. * Extensive appropriate experience in Primary Health Care.
RECOMMENDATIONS	:	<ul style="list-style-type: none"> * Ability to work under pressure. * Ability to implement and manage change. * Good written and verbal communication skills. * Confidentiality. * Good interpersonal relations.
DUTIES	:	<ul style="list-style-type: none"> * Render a comprehensive primary health care service in a community health centre. * Identify the needs for nursing care, formulate and implementation of primary health care programs as well as the evaluation thereof. * Responsible for quality patient care. * Curative services: Chronic care, integrated management of childhood illnesses.
ENQUIRIES	:	M.L. Tsibuli Tel. No. (058) 6231918
APPLICATIONS	:	The District Manager Thabo Mofutsanyana District (Attention: H. van Zyl) Private Bag X824 WITSIESHOEK 9870

POST 9	:	Professional Nurse Ref. No.: H/P/327
SALARY	:	R85 363.00 per annum
CENTRE	:	Fezile Dabi Health District: Frankfort Clinic
REQUIREMENTS	:	<ul style="list-style-type: none"> * Registration with the South African Nursing Council as a General Nurse, Midwife and Psychiatric Nurse. * A valid South African driver's license (code 08).
RECOMMENDATIONS	:	Appropriate knowledge of primary health care services.
DUTIES	:	<p>Render a comprehensive primary health service which entails the following:</p> <ul style="list-style-type: none"> * Implementation and monitoring of Primary Health Care core package within the facility. * Implementation of effective management of material and human resource within the facility. * Implementation of quality assurance program within the facility. * Support implementation of the District Health Services in line with legislation.
ENQUIRIES	:	Ms V.S. Malatse Tel. No. (016) 9709301
APPLICATIONS	:	The District Manager Fezile Dabi Health District (Attention: Mr T.N. Montse) Private Bag X2005 SASOLBURG 1947
POST 10	:	Professional Nurse (6 posts) Ref. No.: H/P/328
SALARY	:	R85 362.00 per annum
CENTRE	:	Metsimaholo District Hospital

- REQUIREMENTS** : Proof of current registration with the South African Nursing Council as a General Nurse.
- RECOMMENDATIONS** : *
- * Good communication and interpersonal relations.
 - * Ability to work independently.
- DUTIES** : *
- * Render comprehensive nursing care independently.
 - * Assessment and identification of nursing needs.
 - * Develop and implement a comprehensive nursing plan for patients.
- ENQUIRIES** : Me J.J. Phoofolo
Tel. No. (016) 9709420
- APPLICATIONS** : The Chief Executive Officer
Metsimaholo District Hospital
(**Attention: Me M.A.T. Matsie**)
Private Bag X2017
SASOLBURG
1947

<p>Advertisements approved by:</p> <p>Mr M Lekgela</p> <p>ACTING SENIOR MANAGER: HUMAN RESOURCE MANAGEMENT</p> <p>Date: 11th SEPTEMBER 2007</p>
--