

# FREE STATE PROVINCIAL GOVERNMENT VACANCY CIRCULAR 32/2010

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 not to the Human Resource Advice, Co-ordination and Management Directorate: Department of the Premier.



DEPARTMENT OF THE PREMIER

DATE: .....07/09/2010.....

Human Resource Advice, Co-ordination and Management Directorate

P.O. Box 517, Bloemfotein, 9301

Lebohang Building, Ground Floor, Cnr St Andrews and Markgraaf Streets, Bloemfotein

Tel: (051) 405 4370 Fax: (051) 405 4707

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FREE STATE PROVINCE

# FREE STATE PROVINCIAL GOVERNMENT

*Free State Provincial Government is an equal opportunity affirmative action employer. It is our intention to promote representativity (race, gender and disability) in the Province through the filling of these posts and candidates whose appointment/promotion/transfer will promote representativity will receive preference.*

## DEPARTMENT OF HEALTH

**Directions to applicants** Applications must be submitted on form Z.83, obtainable from any Public Service Department and must be accompanied by certified copies of qualifications (a transcript of results must be attached), driver's license, identity document and a C.V. (Separate application for every vacancy). Applicants are requested to complete the Z83 form properly and in full. Qualification certificates must not be copies of certified copies. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA), and must please attach proof of the level of their qualifications after evaluation on all applications. No e-mailed or faxed applications will be considered. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their application was unsuccessful.

**CLOSING DATE: 6 OCTOBER 2010**

**POST 1: HEAD: CLINICAL DEPARTMENT (MEDICAL PHYSICIST)  
REFERENCE NO: H/ H/12**

**SALARY:** A basic salary of R1 115 565.00 per annum. (An all-inclusive package. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance. (The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation for Medical Officers.)

**CENTRE:** DEPARTMENT OF MEDICAL PHYSICS: UNIVERSITAS ACADEMIC HOSPITAL, BLOEMFONTEIN

### **REQUIREMENTS:**

- Registration with the Health Professions Council of South Africa (HPCSA) as a Medical Physicist in the registration category Ionising Radiation or Independent Practice.
- PH.D Degree in Medical Physics.
- A minimum of 9 years appropriate experience as Medical Specialist after registration with the HPCSA as a Medical Specialist in a normal Specialty or in a recognized Sub-Specialty.
- Extensive and appropriate experience in providing a service in Medical Physics for Radiation Oncology, Diagnostic Imaging and Radiation Protection.
- Extensive and appropriate experience working in an academic Medical Physics Department.

### **RECOMMENDATIONS:**

- A proven research record and scientific publications in referred scientific journals.

### **DUTIES:**

- The successful candidate will be appointed on the Joint Staff Establishment of the Department of Health (Free State Province) and the University of the Free State.
- The successful candidate shall manage and plan the Medical Physics service at the Universitas Academic Health Care Complex and at other provincial regions where required.
- The successful candidate shall manage and plan the academic service to the university to support under-graduate and post-graduate academic programmes and modules in Medical Physics and to manage and plan a research programme to benefit clinical and academic service.

### **ENQUIRIES:**

Prof. G.J. Van Zyl, Telephone number: (051) 4053059 AND Dr N.R.J. Van Zyl, Telephone number: (051) 4052866)

Applications quoting the reference number, must be forwarded to the Chief Executive Officer: Universitas Academic Hospital (For attention: Dr N.R.J. Van Zyl), Private Bag X20660, Bloemfontein 9300.

**POST 2: HEAD: CLINICAL UNIT: DEPARTMENT ANAESTHESIOLOGY  
REFERENCE NO: H/H/13**

**SALARY:** R892287.00 per annum. (An all-inclusive package. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance. (The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation for Medical Officers.)

**CENTRE:** UNIVERSITAS ACADEMIC HOSPITAL: BLOEMFONTEIN

**REQUIREMENTS:**

- Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Specialist in a normal Specialty or a recognized Sub-Specialty.
- The candidate must have an M.Med (Anesthesiology) Degree, FCA (SA) (or equivalent) and unlimited registration with the HPCSA.
- A minimum of 7 years appropriate experience as Medical Specialist after registration with the HPCSA as a Medical Specialist in a normal Specialty or in a recognized Sub-Specialty.

**RECOMMENDATIONS:**

- Additional related qualifications, ACLS, ATLS, APLS.
- Relevant experience.
- Appropriate management qualifications.
- Organizational experience.

**DUTIES:**

- Administration, supervision and teaching of anaesthesia (including pre-operative evaluation and preparation and post-operative care, acute and chronic pain relief, critical care), relevant research and significant administrative duties.
- The work consists of service delivery with a component of administration, as well as teaching and research to develop the speciality.
- The candidates will have to manage Free State anaesthesia outreach services from the Academic Health Complex as basic, within the available resources and within the departmental framework.
- The candidates will also be involved in other anaesthetic services and should be willing to travel regularly to rural hospitals.

**ENQUIRIES:**

Prof. B.J.S. Diedericks, Telephone number: (051) 4053307

Applications quoting the reference number, must be forwarded to the Chief Executive Officer: Universitas Academic Hospital (For attention: Prof. B.J.S. Diedericks), Private Bag X20660, Bloemfontein 9300.

**POST 3:**                   **HEAD: CLINICAL UNIT (MEDICAL) GRADE I**  
**REFERENCE NO: H/H/14**

**SALARY:**                   R892 287.00 per annum. (An all-inclusive package. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance. (The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation for Medical Officers.)

**CENTRE:**                   DEPARTMENT OF CARDIOTHORACIC SURGERY:           UNIVERSITAS ACADEMIC HOSPITAL,  
BLOEMFONTEIN

**REQUIREMENTS:**

- Registered with the Health Professions Council of South Africa (HPCSA) as Specialist Cardiothoracic Surgeon with proven experience in pediatric cardiac surgery and cardiothoracic intensive care.
- A minimum of 7 years appropriate experience as Medical Specialist after registration with the HPCSA as a Medical Specialist in a normal Specialty or in a recognized Sub-Specialty.

**RECOMMENDATIONS:**

- Super Specialization in adult and pediatric cardiac surgery.
- Service delivery, training and research.
- Program management experience.
- A proven research and publications record.
- Proven registrar training and mentoring experience.
- More than 5 years experience as Specialist Cardiothoracic Surgeon.

**DUTIES:**

- Coordinate pediatric cardiothoracic surgical and ICU service delivery.
- Coordinate training in Pediatric cardiac surgery for post-graduate surgeons. Registrars and para-medical and nursing personnel.
- Coordinate research projects in Pediatric and adult cardiac surgery.
- Participate in scientific (laboratory based) research projects.

**ENQUIRIES:**

Prof. F.E. Smit, Telephone number: (051) 4053861

Applications quoting the reference number, must be forwarded to the Chief Executive Officer: Universitas Academic Hospital (For attention: Prof. F.E. Smit), Private Bag X20660, Bloemfontein 9300.

**POST 4:**                   **CLINICAL MANAGER (MEDICAL) GRADE I**  
**REFERENCE NO: H/C/23**

**SALARY:**                   Salary Range: R596 934 .00 – R662 502.00 per annum (An all-inclusive package. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance. (The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation for Medical Officers.)

**CENTRE:** THEBE DISTRICT HOSPITAL: HARRISMITH

**REQUIREMENTS:**

- MBCHB or Health Science Degree.
- Registration with the Health Professions Council of South Africa (HPCSA).
- A minimum of 6 years appropriate experience after registration with the HPCSA as Medical Practitioner.
- Computer literacy.
- Presentation skills.
- A valid driver's license and willingness to travel within and outside the province.

**RECOMMENDATIONS:**

- Good communication skills and ability to work with team.

**DUTIES:**

- To manage the hospital's clinical service and clinical support service to ensure its effective and efficient delivery of quality service.
- Ensure integration of clinical services, clinical support service and nursing service.
- Develop, implement, monitor and evaluate operational plans for clinical services and clinical support service.
- Cooperation, liaison and communication with all stakeholders.
- Manage outreach programmes from level 2 and 3 institutions and outreach to Primary Health Care Clinics.
- Responsible for managing medico legal risk and ethical dilemmas.
- To ensure the implementation of policies and protocols.
- To carry out tasks as delegated by the Chief Executive Officer.
- Manage finance and Human Resources of Clinical Services.

**ENQUIRIES:**

Me M.A. Mofokeng, Telephone number: (058) 6221111/2/3/4/5

Applications quoting the reference number, must be forwarded to the Chief Executive Officer, Thebe District Hospital (**For attention: Me M.A. Mofokeng**), Private Bag X871, Harrismith 9880.

**POST 5:** **MEDICAL SPECIALIST GRADE I**  
**REFERENCE NO: H/S/66**

**SALARY:** A basic salary of R554 109.00 per annum. (An all-inclusive package. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance. (The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation for Medical Officers.)

**CENTRE:** DEPARTMENT OF PAEDIATRIC ONCOLOGY: UNIVERSITAS ACADEMIC HOSPITAL: BLOEMFONTEIN

**REQUIREMENTS:**

- Registered with the (HPCSA) as Medical Specialist in a recognized Sub-specialty.

**RECOMMENDATIONS:**

- Experience in Paediatric Oncology.

**DUTIES:**

- Provision of medical care to in- and outpatients.
- Take part in the research programme of the department.
- Take part in the outreach programme.
- Take part in undergraduate and postgraduate training.

**ENQUIRIES:**

Prof. A. Venter, Telephone number: (051) 4053181

Applications quoting the reference number, must be forwarded to the Chief Executive Officer: Universitas Academic Hospital (**For attention: Me C.H. Cloete**), Private Bag X20660, Bloemfontein 9300.

**POST 6:** **MANAGER: PHARMACEUTICAL SERVICES**  
**REFERENCE NO: H/M/26**

**SALARY:** A basic salary of R514 359.00 per annum. annum (An all-inclusive package. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance. (The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation for Pharmacists.)

**CENTRE:** BOTSHABELO DISTRICT HOSPITAL

**REQUIREMENTS:**

- Registration with the South African Pharmacy Council (SAPC) as a Pharmacist.
- A minimum of 11 years appropriate experience after registration as a Pharmacist with the SAPC.

**RECOMMENDATIONS:**

- Computer literacy.
- Valid driver's license.
- Knowledge of Quality Assurance.

**DUTIES:**

- Management and control of Pharmacy and Ward stock.
- Ensure the availability of medicine in the hospital.
- Participate in the Quality Assurance Programs.
- Supervisory duties of the whole pharmacy component.

**ENQUIRIES:**

Me A.P. Chaka, Telephone number: (051) 5330200

Applications quoting the reference number, must be forwarded to the Chief Executive Officer: Botshabelo District Hospital (For attention: Mr K.J. Mollse), Private Bag X527, Botshabelo 9781.

**POST 7:**                **DEPUTY MANAGER: NURSING (LEVEL 1 & 2) (PN-A6)**  
**REFERENCE NO: H/M/30**

**SALARY:**                R435 414.00 per annum.

**CENTRE:**                MOFUMAHADI MANAPO MOPELI REGIONAL HOSPITAL: WITSIESHOEK

**REQUIREMENTS:**

- Registration with the South African Nursing Council (SANC) and an appropriate recognized Bachelor's Degree (or equivalent qualification).
- A minimum of 9 years appropriate recognizable experience in nursing after registration with SANC as Professional Nurse in General Nursing. At least 4 years of the period referred to above must be appropriate recognizable experience at management level (especially hospital management).

**RECOMMENDATIONS:**

- A post-graduate qualification in Nursing Administration.
- Have knowledge of relevant legislations and policies.

**DUTIES:**

- To guide, lead, give professional and technical support to Nursing Section for the realization of strategic goals, objectives of the organization and quality patient care by ensuring provision of nursing ethos and professionalism.
- Develop, monitor and implement policies, programmes, regulation, practices, procedures and standards etc.
- Maintain team work within and with other professionals.
- Manage and monitor proper utilization of human, financial and physical resources.

**ENQUIRIES:**

Mr D.S. Ntsutle, Telephone number: (058) 7183201

Applications quoting the reference number, must be forwarded to the Chief Executive Officer: Mofumahadi Manapo Mopeli Regional Hospital (For attention: Mr D.S. Ntsutle), Private Bag X820, Witsieshoek 9870.

**REGISTRAR: 41 POSTS**

**SALARY:**                A basic salary of R423 846.00 per annum. (An all-inclusive package. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance. (The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation for Medical Officers.)

**CENTRE:**                UNIVERSITAS ACADEMIC HOSPITAL: BLOEMFONTEIN

**POST 8:**                **REGISTRAR – INTERNAL MEDICINE (3 POSTS)**  
**REFERENCE NO: H/R/19**

**REQUIREMENTS:**

- Registered with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner (Independent Practice).
- An MBCHB or equivalent degree.

**DUTIES:**

- Rendering an outpatient as well as an inpatient Internal Medicine service as required to become a specialist physician.
- Willing to spend one year of the 4-year training period at Bongani Regional Hospital, Welkom.
- The successful applicant will be provided with transport to attend weekly training sessions at the Department of Internal Medicine at Universitas Academic Hospital.

**ENQUIRIES:**

Prof. W.F. Mollentze, Telephone number: (051) 4053126

**POST 9: REGISTRAR – ORTHOPAEDIC SURGERY**  
**REFERENCE NO: H/R/20**

**REQUIREMENTS:**

- Registration as Independent Practitioner with the Health Professions Council of South Africa (HPCSA).
- At least one (1) year surgical or orthopaedic experience following completion of Community Service.
- F.C.SA primary examination or equivalent.

**DUTIES:**

- Provide medical care to in-and outpatients.
- Take part in the research programme of the Department.
- Be part of the outreach programme – Health facilities in Kimberley and Welkom.

**ENQUIRIES:**

Prof. Shipley, Telephone number: (051) 4052242

**POST 10: REGISTRAR – PAEDIATRIC SURGERY**  
**REFERENCE NO: H/R/21**

**REQUIREMENTS:**

- MBCHB Degree or equivalent qualification.
- Must have completed 2 intern years, as well as 1 year of community service.
- Registered with the Health Professions Council of South Africa (HPCSA) as an Independent General Medical Practitioner.

**RECOMMENDATIONS:**

- It is strongly recommended that the candidate already past the Part I surgical examination.
- Must have completed both ATLS as well as PALS Course.

**DUTIES:**

- Provide medical care to in-and outpatients.
- Take part in the research programme of the Department.
- Be part of the outreach programme – Health facilities in Kimberley and Welkom.

**ENQUIRIES:**

Dr S.M. Le Grange, Telephone number: (051) 4053452

**POST 11: REGISTRAR – PAEDIATRICS (7 POSTS)**  
**REFERENCE NO: 10 – H/R/22**

**REQUIREMENTS:**

- Registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner.

**RECOMMENDATIONS:**

- APLS or equivalent qualification.
- Experience in Paediatrics.

**DUTIES:**

- Provide medical care to in-and outpatients.
- Take part in the research programme of the Department.
- Be part of the outreach programme – Health facilities in Kimberley and Welkom.

**ENQUIRIES:**

Prof. A. Venter, Telephone number: (051) 4053181

**POST 12: REGISTRAR – NEUROLOGY (HUMAN GENETICS)**  
**REFERENCE NO: H/R/23**

**REQUIREMENTS:**

- Registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner in the category "Independent Practice".
- Successful completion of all Internship and Community Service obligations.

**DUTIES:**

- Provide medical care to in-and outpatients.
- Take part in the research programme of the Department.
- Be part of the outreach programme – Health facilities in Kimberley and Welkom.

**ENQUIRIES:**

Dr B.D. Henderson, Telephone number: (051) 4053047

**POST 13:**            **REGISTRAR – NEURO SURGERY (2 POSTS)**  
**REFERENCE NO: H/R/24**

**REQUIREMENTS:**

- Registration with the Health Professions Council of South Africa (HPCSA) as Independent Medical Practitioner.
- South African citizen.

**RECOMMENDATIONS:**

- Primary examination.
- Surgical experience.

**DUTIES:**

- Provision of medical care to in- and outpatients.
- Take part in research program of the department.
- Part of the outreach programme – Health facilities in Kimberley and Welkom.

**ENQUIRIES:**

Dr J. Basson, Telephone number: (051) 4053551

**POST 14:**            **REGISTRAR – CARDIOTHORACIC SURGERY (2 POSTS)**  
**REFERENCE NO: H/R/25**

**REQUIREMENTS:**

- MBCHB.
- Registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner.

**RECOMMENDATIONS:**

- College primary or intermediary examination, or equivalent qualification will be strong recommendation.

**DUTIES:**

- Provide medical care to in-and outpatients.
- Take part in the research programme of the Department.
- Be part of the outreach programme – Health facilities in Kimberley and Welkom.

**ENQUIRIES:**

Prof. F.E. Smit, Telephone number: (051) 4053861

**POST 15:**            **REGISTRAR – OBSTETRICS & GYNAECOLOGY (2 POSTS)**  
**REFERENCE NO: H/R/26**

**REQUIREMENTS:**

- Registration as Independent Practitioner with the Health Professions Council of South Africa (HPCSA).
- Intern and community service years completed.

**RECOMMENDATIONS:**

- Post-graduate qualifications, particularly the Part I of the FCOG (SA) examination.
- Other includes the Diploma in Obstetrics (COG) and the examinations in emergency medicine.

**DUTIES:**

- Provision of medical care to in- and outpatients.
- Take part in research programme of the Department.
- Part of the outreach program – Health facilities in Kimberley and Welkom.

**ENQUIRIES:**

Prof. H.S. Cronje, Telephone number: (051) 4053444

**POST 16:**            **REGISTRAR – GENERAL SURGERY (5 POSTS)**  
**REFERENCE NO: H/R/27**

**REQUIREMENTS:**

- MBCHB Degree.
- Registered at the Health Professions Council of South Africa (HPCSA) as Independent Practitioner.
- Complete Primary examination.

**DUTIES:**

- To be trained as a post-graduate student in general surgery for 5 years.
- To deliver services to surgical patients at the Academic Hospital Complex in Bloemfontein and affiliated satellites (Kimberley and Welkom).
- To do calls after hours.
- To keep extensive patient records.
- Administrative tasks.

**ENQUIRIES:**

Prof. R.S. Du Toit, Telephone number: (051) 4053399

**POST 17:**           **REGISTRAR – ANAESTHESIOLOGY (3 POSTS)**  
**REFERENCE NO: H/R/28**

**REQUIREMENTS:**

- Registration with the Health Professions Council of South Africa (HPCSA) as Independent Medical Practitioner.
- MBCHB Degree (or equivalent) as well as a DA (SA).

**RECOMMENDATIONS:**

- BLS, ACLS, ATLS, APLS, FCA Part I.
- Relevant experience or relevant study completed.

**DUTIES:**

- Administration of anaesthesia (including pre-operative evaluation and preparation, intra-operative and post-operative care, acute and chronic pain relief, critical care).
- Study of anaesthesiology.
- Relevant research.
- Limited teaching to junior ranks.

**ENQUIRIES:**

Prof. B.J.S. Diedericks, Telephone number: (051) 4053307

**POST 18:**           **REGISTRAR – DIAGNOSTIC RADIOLOGY (4 POSTS)**  
**REFERENCE NO: H/R/29**

**CENTRE:**           UNIVERSITAS ACADEMIC HOSPITAL: BLOEMFONTEIN

**REQUIREMENTS:**

- Registration with the Health Professions Council of South Africa (HPCSA) as Independent Medical Practitioner.
- South African citizen.

**RECOMMENDATIONS:**

- Successful completion of Primary Examination at College of Radiology or M.Med Radiology.

**DUTIES:**

- Provision of medical care to in- and outpatients.
- Take part in research program of the department.
- Part of the outreach program – Health facilities in Kimberley and Welkom.

**ENQUIRIES:**

Prof. C.S. De Vries, Telephone number: (051) 4053471

**POST 19:**           **REGISTRAR - ONCOTHERAPY**  
**REFERENCE NO: H/R/30**

**REQUIREMENTS:**

- MBCHB.
- Registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner.

**DUTIES:**

- Provision of medical care to in- and outpatients.
- Take part in research program of the department.
- Part of the outreach program – Health facilities in Kimberley and Welkom.

**ENQUIRIES:**

Dr A. Bester, Telephone number: (051) 4052646

**POST 20:**           **REGISTRAR – FORENSIC MEDICINE**  
**REFERENCE NO: H/R/31**

**REQUIREMENTS:**

- Registration with the Health Professions Council of South Africa (HPCSA) as Independent Medical Practitioner.

**RECOMMENDATIONS:**

- Previous experience in Forensic Medicine Department will be an advantage.
- No criminal record.

**DUTIES:**

- Provision of medical care to in- and outpatients.



- Take part in research program of the department.
- Part of the outreach program – Health facilities in Kimberley and Welkom.
- Rendering of clinical services according to the Department of Psychiatry's Service Delivery Plan.
- The successful candidate will have to register for the M.MED Degree in Psychiatry with the University of the Free State.

**ENQUIRIES:**

Dr L. Fouché, Telephone number: (051) 4053132

**POST 21:**           **REGISTRAR – DERMATOLOGY (2 POSTS)**  
**REFERENCE NO: H/R/32**

**CENTRE:**           UNIVERSITAS ACADEMIC HOSPITAL: BLOEMFONTEIN

**REQUIREMENTS:**

- MBCHB.
- Registration with the Health Professions Council of South Africa (HPCSA) to work as Medical Practitioner in South Africa.

**RECOMMENDATIONS:**

- Experience in Dermatology, Internal Medicine or Paediatrics.

**DUTIES:**

- Provide medical care to in-and outpatients.
- Take part in the research programme of the Department.
- Be part of the outreach programme – Health facilities in Kimberley and Welkom.

**ENQUIRIES:**

Prof. W. Sinclair, Telephone number: (051) 4052546

**POST 22:**           **REGISTRAR - OPHTHALMOLOGY**  
**REFERENCE NO: FS 08/10 – H/R/33**

**REQUIREMENTS:**

- MBCHB.
- Registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner.
- Diploma and/or Part I Primary Examination of College of Ophthalmologists.

**RECOMMENDATIONS:**

- Experience in Ophthalmology.

**DUTIES:**

- Provision of medical care to in- and outpatients.
- Take part in research program of the department.
- Part of the outreach program – Health facilities in Kimberley and Welkom.

**ENQUIRIES:**

Prof. A.A. Stulling, Telephone number: (051) 4052151

**POST 23:**           **REGISTRAR – COMMUNITY HEALTH (2 POSTS)**  
**REFERENCE NO: H/R/34**

**REQUIREMENTS:**

- MBCHB.
- Registration with the Health Professions Council of South Africa (HPCSA) to work as Medical Practitioner.

**DUTIES:**

- Provide medical care to in-and outpatients.
- Take part in the research programme of the Department.
- Be part of the outreach programme – Health facilities in Kimberley and Welkom.

**ENQUIRIES:**

Prof. W.H. Kruger, Telephone number: (051) 4053136

**POST 24:**           **REGISTRAR – FAMILY MEDICINE (3 POSTS)**  
**REFERENCE NO: H/R/35**

**REQUIREMENTS:**

- Registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner.
- Eligible to work in South Africa.
- Valid driver's license.
- Must do overtime.
- Eligible to register as a post-graduate student at the University of the Free State and fulfill the requirements of the academic program.

**DUTIES:**

- Render clinical services at Primary Health Care clinics, community health centers, district hospital and regional hospital, Casualty Department.
- Perform services and rotation in Surgery, Obstetrics, Paediatrics and Anaesthetics at district and regional hospital.

**ENQUIRIES:**

Prof. W.J. Steinberg, Telephone number: (051) 4053310

Applications quoting the reference number, must be forwarded to the Chief Executive Officer: Universitas Academic Hospital (**For attention: Me C. Cloete**), Private Bag X20660, Bloemfontein 9300.

**POST 25:**           **MEDICAL OFFICER (GRADE I – III)**  
**REFERENCE NO: H/M/27**

**SALARY:**           Medical Officer Gr. I: Salary range R405333 – R417582 per annum, plus overtime  
Medical Officer Gr. II: Salary range R470406 – R484623 per annum, plus overtime  
Medical Officer Gr. III: Salary range R554109 – R579420 per annum, plus overtime

**CENTRE:**           NATIONAL DISTRICT HOSPITAL: BLOEMFONTEIN

**REQUIREMENTS:**

- **Medical Officer Gr. I:**
  - Registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner.
  - Proof of receipt for the current year.
  - Valid driver's license.
- **Medical Officer Gr. II:**
  - Registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner.
  - Proof of receipt for the current year.
  - A minimum of 5 years appropriate experience as Medical Officer after registration with the HPCSA as Medical Practitioner.
  - Valid driver's license.
- **Medical Officer Gr. III:**
  - Registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner.
  - Proof of receipt for the current year.
  - A minimum of 10 years appropriate experience as Medical Officer after registration with the HPCSA as Medical Practitioner.
  - Valid driver's license.

**RECOMMENDATIONS:**

- Willing to rotate and work in all services rendered as part of the district health package, including the Casualty Departments at National Hospital.
- Experience in management of undifferentiated clinic problems in Primary Health Care clinics and outpatient department.

**DUTIES:**

- Ensuring an effective and appropriate health services for all patients by assisting the Medical Officers and the Chief Medical Officers with clinical administrations.
- Providing comprehensive clinical services in the ward, Casualty, OPD and Theatre.
- Providing and assisting with the training of under- and post-graduate medical personnel.
- Assisting the Primary Health Care with outreach services in the district hospital.
- Management of district hospital's in-patient and support of junior doctors.

**ENQUIRIES:**

Dr T.D. Ledibane, Telephone number: (051) 4039601

Applications quoting the reference number, must be forwarded to the Acting Chief Executive Officer: National District Hospital (**For attention: Me Pulane Mhliwana**), Private Bag X20598, Bloemfontein 9300.

**POST 26:**           **MEDICAL OFFICER GRADE I (2 POSTS)**  
**REFERENCE NO: H/M/24**

**SALARY:**           R405 333.00 per annum. (An all-inclusive package per annum. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance. (The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation for Medical Officers)

**CENTRE:**           ELIZABETH ROSS DISTRICT HOSPITAL: MALUTI-A-PHOFUNG LOCAL AREA: WITSIESHOEK

**REQUIREMENTS:**

- Registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner.

- Proof of HPCSA receipt for the current year.

**RECOMMENDATIONS:**

- Appropriate experience as Medical Officer.

**DUTIES:**

- Perform clinical duties according to the allocated duties within the complex.
- Provide multidisciplinary management of emergency and routine duties.
- Write reports on patients.
- Participate in Quality Assurance Programmes.
- Manage patients according to National and Provincial guidelines and according to stage and severity of their illness.
- Supervise junior doctor and community service doctor.

**ENQUIRIES:**

Mr N.A. Mashinini, Telephone number: (058) 7891213

Applications quoting the reference number, must be forwarded to the Acting Chief Executive Officer: Elizabeth Ross District Hospital (**For attention: Ms M.J. Sepuru-Ramasobane**), Private Bag X804, Witsieshoek 9870.

**POST 27:**                   **ASSISTANT MANAGER: PHARMACEUTICAL SERVICES**  
**REFERENCE NO: H/A/40**

**SALARY:**                   R430 206.00 per annum. annum (An all-inclusive package. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance. (The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation for Pharmacists.)

**CENTRE:**                   UNIVERSITAS ACADEMIC HOSPITAL: BLOEMFONTEIN

**REQUIREMENTS:**

- Registered as a Pharmacist with the South African Pharmacy Council (SAPC).
- A minimum of 7 years appropriate experience after registration with the SAPC as Pharmacist.

**RECOMMENDATIONS:**

- Appropriate post registration experience.
- Computer literate.

**DUTIES:**

- Manage procurement, storage and distribution of medicine and other pharmaceuticals in the 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:**

Me Z. Loots, Telephone number: (051) 4053890

Applications quoting the reference number, must be forwarded to the Chief Executive Officer: Universitas Academic Hospital (**For attention: Me Z. Loots**), Private Bag X20860, Bloemfontein 9300.

**POST 28:**                   **MANAGER – STANDARD COMPLIANCE SUB-DIRECTORATE**  
**REFERENCE NO: H/M/26**

**SALARY:**                   R378 456.00 per annum.

**CENTRE:**                   STANDARD COMPLIANCE SUB-DIRECTORATE: CORPORATE OFFICE, BLOEMFONTEIN

**REQUIREMENTS:**

- Bachelor's Degree in Health Sciences.
- Registration with any Health Professionals Council of South Africa.
- At least 8 years working experience.
- Practical experience and knowledge of Quality Assurance, Infection Prevention and Control, Clinical Governance and Clinical Audits.
- Experience in teaching the multidisciplinary team.
- The ability to analyze data and write comprehensive reports.
- Computer literacy.
- Presentation skills.
- A valid driver's license and willingness to travel within and outside the province.

**RECOMMENDATIONS:**

- Post-graduate Management or Health qualification.
- Total Quality Management training.
- Project Management.
- Good communication skills.
- Ability to work with a team.

**DUTIES:**

- Overall management of the Sub-directorate.
- Supervise and coordinate research projects regarding quality assurance.
- Provide support and guidance to the Free State Department of Health regarding quality assurance.
- Provide training in quality assurance as required.
- Monitor and evaluate the performance of public and private health facilities in quality assurance.
- Contribute to the effectiveness of the Standard Compliance Sub-directorate in ensuring that best practice is spread throughout the province.
- Provide Strategic Management through --
  - Support and monitoring the implementation of the Quality Assurance policies and external accreditation.
  - Support management of annual licensing and new applications for private facilities.

**ENQUIRIES:**

Mr S.M. Zuma, Telephone number: (051) 4081806

Applications quoting the reference number, must be forwarded to the Senior Manager: Human Resource Management Directorate (For attention: Mr M.J. Mokgampanyane), P.O. Box 227, Bloemfontein 9300.

**POST 29:**            **OPERATIONAL MANAGER: SPECIALITY UNIT (DIAGNOSTIC RADIOLOGY) (PN-B3)**  
**REFERENCE NO: H/O/5**

**SALARY:**            A basic salary of R287 745.00 per annum.

**CENTRE:**            UNIVERSITAS ACADEMIC HOSPITAL: BLOEMFONTEIN

**REQUIREMENTS:**

- Basic qualification accredited with the South African Nursing Council (SANC) in terms of Government Notice 425 (i.e. Diploma/Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse plus a post-basic nursing qualification, with duration of at least one (1) year.
- A minimum of 9 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with the SANC in General Nursing.
- At least 5 years of the period referred to above must be appropriate/recognizable experience after obtaining the 1-year post-basic qualification in the relevant specialty.

**DUTIES:**

- Ensure that a holistic nursing care service is delivered to patients in a cost effective, efficient and equitable manner by the unit.
- Ensure compliance to professional and ethical practice.
- Detailed key performance areas can be obtained from the contact person.

**ENQUIRIES:**

Me M.E. Mabandla, Telephone number: (051) 4053415

Applications quoting the reference number, must be forwarded to the Chief Executive Officer: Universitas Academic Hospital (For attention: Me C.H. Cloete), Private Bag X20660, Bloemfontein 9300.

**POST 30:**            **OPERATIONAL MANAGER (SPECIALTY) (ONCOLOGY) (PN-B3)**  
**REFERENCE NO: H/O/6**

**SALARY:**            A basic salary of R287 745.00 per annum.

**CENTRE:**            UNIVERSITAS ACADEMIC HOSPITAL: BLOEMFONTEIN

**REQUIREMENTS:**

- Basic qualification accredited with the South African Nursing Council (SANC) in terms of Government Notice 425 (i.e. Diploma/Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse plus a post-basic nursing qualification, with duration of at least one (1) year, accredited with the SANC in terms of Government Notice No. R212 in the relevant speciality.
- A minimum of 9 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with the SANC in General Nursing.
- At least 5 years of the period referred to above must be appropriate/recognizable experience after obtaining the 1-year post-basic qualification in the relevant specialty.

**RECOMMENDATIONS:**

- Health care management.

**DUTIES:**

- Ensure that a holistic nursing care service is delivered to patients in a cost effective, efficient and equitable manner by the unit.
- Ensure compliance to professional and ethical practice.
- Detailed key performance areas can be obtained from the contact person.

**ENQUIRIES:**

Me M.E. Mabandla, Telephone number: (051) 4053415

Applications quoting the reference number, must be forwarded to the Chief Executive Officer: Universitas Academic Hospital (For attention: **Me C.H. Cloete**), Private Bag X20660, Bloemfontein 9300.

**POST 31:**           **INFECTION CONTROL COORDINATOR (CLINICAL PROGRAMME COORDINATOR) (PN-A5)**  
**REFERENCE NO: FS 08/10**

**SALARY:**           A basic salary of R227 148.00 per annum.

**CENTRE:**           UNIVERSITAS ACADEMIC HOSPITAL: BLOEMFONTEIN

**REQUIREMENTS:**

- Diploma/Certificate in Infection Control.
- Diploma in General Nursing and Midwifery.
- Registration with the South African Nursing Council (SANC).
- A minimum of 7 years appropriate experience in Nursing as a General Nurse.

**DUTIES:**

- Policy formulation, review and implementation.
- Training of all health care workers regarding infection prevention and control.
- Compilation and analysis of statistics.
- Monitoring of infection rates in wards.
- Development of quality improvement projects as directed by infection rates.
- Orientation and induction of new employees on infection control.
- Waste management.

**ENQUIRIES:**

Mr J. Nkhatho, Telephone number: (051) 4053408

Applications quoting the reference number, must be forwarded to the Chief Executive Officer: Universitas Academic Hospital (For attention: **Mr J. Nkhatho**), Private Bag X20660, Bloemfontein 9300.

**POST 32:**           **OPERATIONAL MANAGER (SPECIALITY: PAEDIATRIC SURGERY) (PN-B3)**  
**REFERENCE NO: H/O/9**

**SALARY:**           A basic salary of R287 745.00 per annum.

**CENTRE:**           UNIVERSITAS ACADEMIC HOSPITAL: PAEDIATRIC WARDS: BLOEMFONTEIN

**REQUIREMENTS:**

- Basic qualification accredited with the South African Nursing Council (SANC) in terms of Government Notice 425 (i.e. diploma/degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse.
- A post-basic nursing qualification in Pediatric Nursing Science/Child Health Nursing, with duration of at least one (1) year, accredited with the SANC in terms of Government Notice No. R212 in the relevant speciality.
- A minimum of 9 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with the SANC in General Nursing.
- At least 5 years of the period referred to above must be appropriate/recognizable experience after obtaining the one (1) year post-basic qualification in Pediatric Nursing Science/Child Health Nursing.

**RECOMMENDATIONS:**

- Qualification in Health Care Management.
- Knowledge of the legal framework applicable to Nursing Practice.
- Possession of leadership skills.

**DUTIES:**

- According to the Occupational Specific Dispensation (OSD).

**ENQUIRIES:**

Me M. Ralikhonyana, Telephone number: (051) 4053407

Applications quoting the reference number, must be forwarded to the Chief Executive Officer: Universitas Academic Hospital (For attention: **Me M. Ralikhonyana**), Private Bag X20660, Bloemfontein 9300.

**POST 33:**           **OPERATIONAL MANAGER (SPECIALITY: THEATRE) (2 POSTS)**  
**REFERENCE NO: H/O/10**

**SALARY:**           A basic salary of R287 745.00 per annum.

**CENTRE:**           UNIVERSITAS ACADEMIC HOSPITAL: THEATRE: BLOEMFONTEIN

**REQUIREMENTS:**

- Basic qualification accredited with the South African Nursing Council (SANC) in terms of Government Notice 425 (i.e. diploma/degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse.
- A post-basic nursing qualification with duration of at least one (1) year, accredited with the SANC in terms of Government Notice No. R212 in the relevant speciality.
- A minimum of 9 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with the SANC in General Nursing.
- At least 5 years of the period referred to above must be appropriate/recognizable experience after obtaining the one (1) year post-basic qualification in Pediatric Nursing Science/Child Health Nursing.

**RECOMMENDATIONS:**

- Qualification in Health Care Management.

**DUTIES:**

- According to the Occupational Specific Dispensation (OSD).

**ENQUIRIES:**

Me M W Coetzee, Telephone number: (051) 405 3123

Applications quoting the reference number, must be forwarded to the Chief Executive Officer: Universitas Academic Hospital (For attention: **Me M W Coetzee**), Private Bag X20660, Bloemfontein 9300.

**POST 34:**           **PROFESSIONAL NURSE (SPECIALTY) PN-B1**  
**REFERENCE NO: H/P/17**

**SALARY:**           R195 936.00 per annum.

**CENTRE:**           DR J.S. MOROKA DISTRICT HOSPITAL

**REQUIREMENTS:**

- Registration with the South African Nursing Council (SANC) as a Professional Nurse.
- A post-basic nursing qualification, with duration of at least 1 year, accredited with the SANC in one specialty (Midwife).

**RECOMMENDATIONS:**

- Minimum four years appropriate/recognizable experience in Nursing after registration with the South African Nursing Council as a Professional Nurse in General Nursing.

**DUTIES:**

- Provide holistic nursing care to patients in a cost effective, efficient and equitable manner.
- Detailed key performance areas can be obtained from the contact person.

**ENQUIRIES:**

Me C.A.M. Tsimatsima, Telephone number: (051) 8739800

Quoting the reference number, must be forwarded to the Chief Executive Officer: Dr J.S. Moroka District Hospital (For attention: **Mr/Ms G.J. Molokoane**), Private Bag X707, Seloshesha 9783.

**POST 35:**           **LECTURER GRADE 1 (PND1)**  
**REFERENCE NO: H/L/23**

**SALARY:**           R195 936.00 per annum.

**CENTRE:**           FREE STATE SCHOOL OF NURSING: BLOEMFONTEIN

**REQUIREMENTS:**

- Basic qualification accredited with the South African Nursing Council (SANC) or equivalent qualification that allows registration with the SANC as a Professional Nurse.
- A minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing.
- Diploma/Degree in General Nursing, Midwifery, Community Health and Psychiatry.
- Post basic qualification in Nursing Education registered with the SANC.
- Computer literacy.

**RECOMMENDATIONS:**

- Good communication skills.
- Understanding of Nursing Education Act.
- Valid driver's license.

**DUTIES:**

- Facilitate theoretical and clinical learning activities.
- Support learners in the learning processes.
- Accompany students to clinical areas.

**ENQUIRIES:**

Me S.R. Van Niekerk, Telephone number: (051) 4039831

Applications quoting the reference number, must be forwarded to the Manager, Free State School of Nursing (For attention: **Me S.R. Van Niekerk**), Private Bag X20520, Bloemfontein 9300.

**POST 36:**           **ASSISTANT MANAGER (4 POSTS)**  
**REFERENCE NO: H/A/37**

**SALARY:**           R192 540.00 per annum.

**CENTRE:**           INFRASTRUCTURE MANAGEMENT (PELONOMI REGIONAL HOSPITAL, BLOEMFONTEIN)  
(TROMPSBURG) (BOITUMELO REGIONAL HOSPITAL, KROONSTAD) (LADYBRAND)

**REQUIREMENTS:**

- Minimum qualification: B. Degree in any built environment related fields.
- Experience in project management and clinical fields.

**RECOMMENDATIONS:**

- Technical – the incumbent frequently recommends issues related to projects to the Senior Manager.
- Professionally – recommends on issues related to legislation and project mandate to the management consultants and the hospital management.
- Recommends frequently to colleagues in the sub-directorate about best practice models to enhance service delivery.
- Recommends frequently to Management about progress payments of the projects.

**DUTIES:**

- Provide operational and strategic support to the revitalization site (beneficiary) in terms of implementation and monitoring of the revitalization project and that it is in alignment with the business case.
- Liaise with project consultants regarding the construction and project implementation matters that are related to the project.
- Coordinate the activities of the project so that the existing patient care service(s) is/are not disrupted.
- Ensure that all the components of the Project Implementation Plan are delivered as planned.
- Monitor project progress in terms of quality and value for money and provide the Senior Manager with such information as is required to enable performance to be monitored.

**ENQUIRIES:**

Mr T.B. Mokgothu, Telephone number: (051) 4081861 / 4081446

Applications quoting the reference number, must be forwarded to the Senior Manager, Human Resource Management Directorate (For attention: Mr M.J. Mokgampanyane), P.O. Box 227, Bloemfontein 9300.

**POST 37: ASSISTANT MANAGER: LAUNDRY SERVICES  
REFERENCE NO: H/A/38**

**SALARY:** R192 540.00 per annum.

**CENTRE:** QWAQWA LAUNDRY

**REQUIREMENTS:**

- Appropriate Bachelor's degree (or equivalent qualification).
- Extensive Management experience.
- Computer literate.
- Valid driver's license.

**RECOMMENDATIONS:**

- Extensive laundry management experience.
- Appropriate management skills.

**DUTIES:**

- Management of the budget of the relevant institution to ensure cost effective expenditure and financial control.
- Coordinate the line and staff functions of the institution to ensure optimum utilization of resources.
- To ensure coherent functioning of sub-managers and support functions to prevent duplication to effectively cut operating costs which directly affect unit cost to the users.
- To liaise with clients and users in the relevant delivery area, to determine required levels of service to ensure continued satisfaction and correct consumption, which directly reflects on costs to the user.
- Implementation of the Business Plan of the laundry.

**ENQUIRIES:**

Mr T.D. Masoeu, Telephone number: (051) 4002003

Applications quoting the reference number, must be forwarded to the The Laundry Manager Regional Laundry (Attention: Me Selloane Pono), Private Bag x 20643 ,BLOEMFONTEIN 9300

**POST 38: CONTROL CLINICAL TECHNOLOGIST  
REFERENCE NO: H/C/24**

**SALARY:** Salary level 9 – A basic salary of R192 540.00 per annum.

**CENTRE:** DEPARTMENT OF CARDIOLOGY: UNVERSITAS ACADEMIC HOSPITAL: BLOEMFONTEIN

**REQUIREMENTS:**

- B.Tech Degree – Cardiology.
- Registration with the Health Professions Council of South Africa (HPCSA) as Clinical Technologist – Cardiology.
- Appropriate Adult Cardiology experience.
- Extensive echocardiography experience.

**RECOMMENDATIONS:**

- M.Tech Degree – obtained or in process.

**DUTIES:**

- Independent functioning in all Cardiology categories:
  - \* Echocardiography (+ TEE + 3D), Catheterization, IVUS, Pacemakers, ECG, Stress ECG, Holter ECG, Blood pressure hollers, Intra-aortic balloon pumping, Tilt testing.
- Equipment maintenance.
- Supervision.
- Student training.
- Overtime duties.

**ENQUIRIES:**

Me E. Van den Heever, Telephone number: (051) 4053393

Applications quoting the reference number, must be forwarded to the Chief Executive Officer: Universitas Academic Hospital (**For attention: Me C.H. Cloete**), Private Bag X20660, Bloemfontein 9300.

**POST 39:**           **ASSISTANT MANAGER (THERAPEUTIC RADIOGRAPHER – ONCOTHERAPY)**  
**REFERENCE NO: H/A/41**

**SALARY:**           Salary level 9 – A basic salary of R192 540.00 per annum.

**CENTRE:**           DEPARTMENT OF ONCOTHERAPY: UNIVERSITAS ACADEMIC HOSPITAL: BLOEMFONTEIN

**REQUIREMENTS:**

- Registration with the Health Professions Council of South Africa (HPCSA) as a Therapeutic Radiographer.
- Extensive knowledge of Simulation and Tomography (Oncology).
- Clinical knowledge to train students.
- Knowledge of treatment planning.
- Working knowledge of accelerators.
- Excellent interpersonal skills essential.
- At least 8 years of experience in the field of Radiation Oncology and middle management.

**DUTIES:**

- In-charge of section as allocated.
- Treat cancer patients according to the Batho Pele principles.
- Accurately prepare a patient for radiation procedures, including simulation and treatment planning.
- Effectively utilize the highly specialized and expensive apparatus.
- Participate in continual training programs.
- Participate in the training of radiotherapy students.
- Perform administrative responsibilities.
- Do PDMS evaluations.

**ENQUIRIES:**

Me S.C. Rossouw, Telephone number: (051) 4052341

Applications quoting the reference number, must be forwarded to the Chief Executive Officer: Universitas Academic Hospital (**For attention: Me C.H. Cloete**), Private Bag X20660, Bloemfontein 9300.

**POST 40:**           **ASSISTANT MANAGER: EMPLOYMENT RELATIONS (2 POSTS)**  
**REFERENCE NO: H/A/54**

**SALARY:**           R192 540.00 per annum.

**CENTRE:**           HUMAN RESOURCE MANAGEMENT DIRECTORATE: EMPLOYMENT RELATIONS SUB-DIRECTORATE:  
CORPORATE OFFICE, BLOEMFONTEIN

**REQUIREMENTS:**

- Recognized Bachelor's Degree or National Diploma in Humanities or equivalent qualification.
- Relevant management and extensive experience in Labour Relations.
- Valid driver's license.

**RECOMMENDATIONS:**

- Excellent communication skills (verbal and written).
- Computer literate.
- Outstanding interpersonal, supervision and people management skills.
- Thorough financial management knowledge.
- Conversant with Government procedures.

**DUTIES:**

- Supervision of Employment Relations Officers and operational affairs of the sub-directorate.
- Obtain inputs for bargaining process through liaison with the Manager.
- Assist with the development of sound employment relations policies.
- Represent the employer in dispute resolution hearings.
- Conduct research.
- Assist with the financial management of the sub-directorate.
- Monitor compliance with collective agreements, policies and relevant legislation.



- Develop training material and programs.
- Provide training to Managers and employees.
- Support and advice Managers and employees with regard to employment relations matters.
- Consolidate monthly reports to be submitted to all relevant authorities and monitor performance in this regard.

**ENQUIRIES:**

Mr D.P. Maqina, Telephone number: (051) 4081231

Applications quoting the reference number, must be forwarded to the Senior Manager: Human Resource Management Directorate (For attention: Mr M.J. Mokgampanyane), P.O. Box 227, Bloemfontein 9300.

**POST 41:** CHIEF ARTISAN GR A: ARCHITECTURAL  
**REFERENCE NO:** H/C/25

**SALARY:** R197 601.00 per annum. (The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation for Artisans.)

**CENTRE:** TECHNICAL SERVICES, UNIVERSITAS ACADEMIC HOSPITAL

**REQUIREMENTS:**

- Appropriate Trade Test Certificate.
- 10 Years post-qualification experience as an Artisan/Artisan Foreman.
- Valid driver's license.

**RECOMMENDATIONS:**

- Multi skilled, electrical knowledge (wiremen license) will be an advantage.

**DUTIES:**

- To manage all aspects of technical services, technical design, production, operation and maintenance activities in field, workshop and technical offices.
- Manage administrative and related functions.
- Financial Management.
- Detailed key performance areas (according to OSD) can be obtained from the contact person.

**ENQUIRIES:**

Mr H Hayward, Telephone number: (051) 405 3715

Applications quoting the reference number, must be forwarded to the Chief Executive Officer: Universitas Academic Hospital (For attention: Me C.H. Cloete), Private Bag X20660, Bloemfontein 9300

**POST 42** SUPPLY CHAIN SPECIALIST  
**REFERENCE NO:** H/S/32

**SALARY:** R192 540.00 per annum.

**CENTRE:** SUPPLY CHAIN MANAGEMENT CHIEF DIRECTORATE: TRANSPORT SUB-DIRECTORATE:  
CORPORATE OFFICE, BLOEMFONTEIN

**REQUIREMENTS:**

- Appropriate Degree/Diploma/N4 Mechanical Certificate and must have completed an apprenticeship and/or hold proof of passing an official trade test under the provisions of section 13(2)(h) of the Manpower Training Act, 1981, or equivalent qualification.
- Code B driver's license.
- Computer literacy.
- Officials must have at least 6 years experience in finance or has petrol or diesel mechanic experience will have an added advantage.

**DUTIES:**

- Manage and coordinate the implementation and maintenance of Supply Chain Management into the First Auto financial clearances for maintenance/repairs. Also handles disposal of departmental fleet (GFB & GHB).
- Address supply chain management enquiries to ensure the correct implementation of supply chain management practices and policies, specifically relating to maintenance/repairs and provide technical report.
- Ensure the successful implementation of departmental/public service policies as well as development of policies on matters related to supply chain management to adhere to the relevant prescripts/legislation. This includes the registration of all departmental vehicles on First Auto System.
- Prepare and consolidate reports on supply chain management issues.
- Inform, guide and advice Department/personnel on supply chain management matters to enhance the correct implementation of supply chain management practices/policies. (Train and support Transport Controllers and Officers on maintenance/repairs and disposal of vehicles.)
- Management of human resources which include, inter alia:
  - \* Training and development of officials
  - \* Performance Management
  - \* Work allocation
- Authorize transactions on LOGIS/BAS according to delegations.
- Ensure effective monitoring and control over financial resources and provide inputs (Cost Centers). This includes that all accounts (First Auto & Government Motor Transport) are paid within 30 days.

- Prepare in-depth complex reports on supply chain management issues and statistics.
- Coordinate rental of permanent and general hire fleet from GMT.

**ENQUIRIES:**

Me R.F. Mabunda, Telephone number: (051) 4081557

Applications quoting the reference number, must be forwarded to the Senior Manager, Human Resource Management Directorate (For attention: **Mr M.J. Mokgampanyane**), P.O. Box 227, Bloemfontein 9300.

**POST 43**                    **SUPPLY CHAIN SPECIALIST**  
**REFERENCE NO: H/S/44**

**SALARY:**                    R192 540.00 per annum.

**CENTRE:**                    SUPPLY CHAIN MANAGEMENT CHIEF DIRECTORATE: LOGISTICS SUB-DIRECTORATE: CORPORATE OFFICE, BLOEMFONTEIN

**REQUIREMENTS:**

- Degree/National Diploma, NQF 6 or equivalent qualification (B.Com./Accounting/Procurement).
- LOGIS / BAS Training.
- 6 Years experience.

**RECOMMENDATIONS:**

- LOGIS I and LOGIS II.

**DUTIES:**

- Manage and coordinate the implementation and maintenance of Supply Chain Management practices (including LOGIS Transactions) concerning Logistics and Stores and maintenance of supply chain management processes in the department.
- Address supply chain management enquiries to ensure the correct implementation of supply chain management practices and policies.
- Ensure the successful implementation of departmental/public service policies as well as development of policies on matters related to supply chain management to adhere to the relevant prescripts/legislation.
- Prepare and consolidate reports on supply chain management issues.
- Inform, guide and advise Department/personnel on supply chain management matters to enhance the correct implementation of supply chain management practices/policies.
- Authorize transactions on LOGIS/BAS according to delegations.
- Ensure effective monitoring and control over financial resources and provide inputs (Cost Centers).
- Prepare in-depth complex reports on supply chain management issues and statistics.

**ENQUIRIES:**

Me L.C. Pretorius, Telephone number: (051) 4081534

Applications quoting the reference number, must be forwarded to the Senior Manager, Human Resource Management Directorate (For attention: **Mr M.J. Mokgampanyane**), P.O. Box 227, Bloemfontein 9300

**POST 44:**                    **SUPPLY CHAIN SPECIALIST (2 POSTS)**  
**REFERENCE NO: H/S/47**

**SALARY:**                    R192 540.00 per annum.

**CENTRE:**                    SUPPLY CHAIN MANAGEMENT CHIEF DIRECTORATE: ASSET MANAGEMENT DIRECTORATE: CORPORATE OFFICE, BLOEMFONTEIN

**REQUIREMENTS:**

- Degree/National Diploma in Fixed Asset Management/Commerce.
- At least 3 years experience in a supervisory position in Fixed Asset Management.
- Understanding of SCOA Chart.
- Valid driver's license.
- Understanding of PFMA, Treasury Regulations.
- Knowledge of BAS and LOGIS or related systems.
- 6 Years experience.

**RECOMMENDATIONS:**

- Accounting and computer skills.
- Report writing skills.
- Experience in Public Service administration will be an added advantage.

**DUTIES:**

- Manage and coordinate the implementation and maintenance of Supply Chain Management practices (including LOGIS Transactions) concerning Logistics and Stores and maintenance of supply chain management processes in the department to contribute to the rendering of a professional Supply Chain Management service:
  - \* Logistics (Ordering, Payments, Transit In, Transit Out, Warehouse, Quotations, etc.)
  - \* Assets (Disposals)
  - \* Loss Control
  - \* Demands
  - \* Acquisitions

- Address supply chain management enquiries to ensure the correct implementation of supply chain management practices and policies.
- Ensure the successful implementation of departmental/public service policies as well as development of policies on matters related to supply chain management to adhere to the relevant prescripts/legislation.
- Prepare and consolidate reports on supply chain management issues.
- Inform, guide and advise Department/personnel on supply chain management matters to enhance the correct implementation of supply chain management practices/policies.
- Management of human resources which include, inter alia:
  - \* Training and development of officials
  - \* Performance Management
  - \* Work allocation
- Authorize transactions on LOGIS/BAS according to delegations.
- Ensure effective monitoring and control over financial resources and provide inputs (Cost Centers).
- Prepare in-depth complex reports on supply chain management issues and statistics.

**ENQUIRIES:**

Ms R.F. Mabunda, Telephone number: (051) 4081894

Applications quoting the reference number, must be forwarded to **For attention: Me R.F. Mabunda**, Department of Health, Bophelo House, Ground Floor, Block A (East), C/o Charles & Harvey Road, Bloemfontein 9301 OR P.O. Box 227, Bloemfontein 9300.

**POST 45:**           **SUPPLY CHAIN SPECIALIST**  
**REFERENCE NO:** **H/S/48**

**SALARY:**           R192 540.00 per annum.

**CENTRE:**           SUPPLY CHAIN MANAGEMENT CHIEF DIRECTORATE: MANAGEMENT OF LOSSES AND CLAIMS SUB-DIRECTORATE: CORPORATE OFFICE, BLOEMFONTEIN

**REQUIREMENTS:**

- Degree/National Diploma in Commerce or related subjects.
- Experience in a supervisory position of at least 3 years.
- Understanding of the SCOA Chart.
- Valid driver's license.
- Understanding of the PFMA and Treasury Regulations.
- Knowledge of BAS and LOGIS or related systems.

**RECOMMENDATIONS:**

- Experience in Public Service Administration will be an added advantage.

**DUTIES:**

- Manage and coordinate the implementation and maintenance of Supply Chain Management practices (including LOGIS Transactions), the maintenance of supply chain management processes in the department to contribute to the rendering of a professional Supply Chain Management Service:
  - \* Assets (Disposals)
  - \* Loss Control
- Address supply chain management enquiries to ensure the correct implementation of supply chain management practices and policies.
- Ensure the successful implementation of departmental/public service policies as well as development of policies on matters related to supply chain management to adhere to the relevant prescripts/legislation.
- Prepare and consolidate reports on supply chain management issues.
- Inform, guide and advise Department/personnel on supply chain management matters to enhance the correct implementation of supply chain management practices/policies.
- Management of human resources which include, inter alia:
  - \* Training and development of officials
  - \* Performance Management
  - \* Work allocation
- Ensure effective monitoring and control over financial resources and provide inputs (Cost Centers).
- Prepare in-depth complex reports on supply chain management issues and statistics.

**ENQUIRIES:**

Mr L.G. Monyatsi, Telephone number: (051) 4081500

Applications quoting the reference number, must be forwarded to **For attention: Mr L.G. Monyatsi**, Department of Health, Bophelo House, Ground Floor, Block A (East), C/o Charles & Harvey Road, Bloemfontein 9301 OR P.O. Box 227, Bloemfontein 9300.

**POST 46:**           **SUPPLY CHAIN SPECIALIST**  
**REFERENCE NO:** **H/S/67**

**SALARY:**           R192 540.00 per annum.

**CENTRE:**           SUPPLY CHAIN MANAGEMENT CHIEF DIRECTORATE: DEMAND AND STRATEGY MANAGEMENT CORPORATE OFFICE, BLOEMFONTEIN

**REQUIREMENTS:**

- Degree/National Diploma Or NQF 6 or equivalent qualifications.
- At least 6 years experience in Supply Chain Management.

- Understanding of the SCOA Chart.
- Valid driver's license.
- Understanding of the PFMA and Treasury Regulations.

**RECOMMENDATIONS:**

- Knowledge of treasury regulations, PFMA, Supply Chain Management Framework, Financial Management.

**DUTIES:**

- Manage and coordinate the implementation and maintenance of Supply Chain Management practices (including LOGIS Transactions), the maintenance of supply chain management processes in the department to contribute to the rendering of a professional Supply Chain Management Service:
  - \* Assets (Disposals)
  - \* Loss Control
  - \* Demands
  - \* Acquisitions
- Address supply chain management enquiries to ensure the correct implementation of supply chain management practices and policies.
- Ensure the successful implementation of departmental/public service policies as well as development of policies on matters related to supply chain management to adhere to the relevant prescripts/legislation.
- Prepare and consolidate reports on supply chain management issues.
- Inform, guide and advise Department/personnel on supply chain management matters to enhance the correct implementation of supply chain management practices/policies.
- Management of human resources which include, inter alia:
  - \* Training and development of officials
  - \* Performance Management
  - \* Work allocation
- Ensure effective monitoring and control over financial resources and provide inputs (Cost Centers).
- Prepare in-depth complex reports on supply chain management issues and statistics.
- Authorize transactions on LOGIS/BAS according to delegations.

**ENQUIRIES:**

Mr L.G. Monyatsi, Telephone number: (051) 4081500

Applications quoting the reference number, must be forwarded to **For attention: Mr L.G. Monyatsi**, Department of Health, Bophelo House, Ground Floor, Block A (East), C/o Charles & Harvey Road, Bloemfontein 9301 OR P.O. Box 227, Bloemfontein 9300.

**Advertisements approved by:**

Me C M J Blom  
 SENIOR MANAGER:  
 HUMAN RESOURCE MANAGEMENT  
 Date: 6 September 2010