

**PROVINCIAL ADMINISTRATION: MPUMALANGA
DEPARTMENT OF HEALTH**

The Department of Health is an equal opportunity, affirmative action employer. It is our intention to promote representivity in respect of race, gender and disability through the filling of these positions. Candidates whose transfer / promotion / appointment will promote representivity will receive preference.

<u>CLOSING DATE</u>	:	29 November 2024
<u>NOTE</u>	:	Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. In order to alleviate administration burden on HR Sections as well as considering the cost for applicants, Departments are encouraged to request certified copies of qualifications and other relevant documents from shortlisted candidates only which may be submitted to HR on or before the day of the interview following communication from the relevant HR section of the Department. All posts health/engineering posts that are advertised within the Department professional registration will be required from various statutory council for shortlisted candidates. A complete set of application documents should be submitted separately for every post that you wish to apply for. Please ensure that you clearly state the full post description and the relevant Post Reference Number on your application. No fax applications will be considered. Applicants must ensure that they fully complete and sign form Z 83, even if they are attaching a CV. Incomplete and/or unsigned applications will not be considered. If you are currently in service, please indicate your PERSAL number at the top of form Z83. Due to ongoing internal processes, the Department reserves the right to withdraw any post at any time. The Department reserves the right to verify the qualifications of every recommended candidate prior to the issuing of an offer of appointment. All short listed candidates will be subject to a vetting process prior to appointment. If no response is received from Mpumalanga Department of Health within 90 days after the closing date of the advertisement, applicants must assume that their application was not successful. Please quote the correct references when applying and where possible the station / centre where the post is. www.mpuhealth.gov.za Only online applications will be accepted. NB: Candidates who are not contacted within 90 DAYS after the closing date must consider their applications as having been unsuccessful. Please Note: The Department reserves the right to amend / review / withdraw the advertised posts if by so doing, the best interest of the department will be well served. (People with disabilities are also requested to apply and indicate such in their applications). N.B. Applicants are advised to apply as early as possible to avoid disappointments. ERRATUM: Kindly note that the post of an Assistant Director: Risk and Security Management (Ehlanzeni District Office, Mbombela (Nelspruit) with Ref No: MPDoH/OCT/25/365 advertised in Public Service Vacancy Circular 39 dated 25 October 2024 with the closing date of 08 November 2024, and the posts of Pharmacist Grade 1 (Iswepe CHC, Gert Sibande District) with Ref No: MPDoH/NOV/24/405 and the post of Professional Nurse Grade 1 (PN-A2) (Jeppes Rust Clinic, Ehlanzeni District Office) with Ref No: MPDoH/NOV/24/449 advertised in the Public Service Vacancy Circular 40 dated 01 November 2024, have been withdrawn.

OTHER POSTS

<u>POST 42/99</u>	:	<u>MEDICAL OFFICER GRADE 1-3 REF NO: MPDOH/NOV/24/510</u>
<u>SALARY</u>	:	Grade 1: R949 146 - R1 021 911 per annum Grade 2: R1 082 988 - R1 182 183 per annum Grade 3: R1 253 415 - R1 561 734 per annum
<u>CENTRE REQUIREMENTS</u>	:	Bhuga CHC (Ehlanzeni District) MBChB degree (qualification) that allows registration with the HPCSA as a Medical Practitioner. Current registration with the HPCSA as a Medical Practitioner (2024) (Independent Practice). A valid work permit will be required from non-South Africans. Sound knowledge of medical ethics. Multidisciplinary management and team work and experience in the respective medical discipline. Knowledge of current Health and Public Service regulations and policies. Skills in terms of consultations, history taking, examination, clinical

assessment and clinical management. **Grade 1:** No experience required after registration with the HPCSA as Medical Practitioner (Independent Practice). Minimum of 1 year relevant experience after registration with a recognised Foreign Health Professions and / or the HPCSA as a Medical Practitioner (Independent Practice) for foreign qualified employees. **Grade 2:** A minimum of five (5) years' experience after registration with the HPCSA as Medical Practitioner (Independent Practice). A minimum of six (6) years relevant experience after registration with a recognised foreign health profession council and / or the HPCSA as a Medical Practitioner (Independent Practice) for foreign qualified employees. **Grade 3:** A minimum of ten (10) years' experience after registration with the HPCSA as Medical Practitioner (Independent Practice). A minimum of eleven (11) years relevant experience after registration with a recognised foreign health profession council and / or the HPCSA as a Medical Practitioner (Independent Practice) for foreign qualified employees. Knowledge, Skills, Training and Competences Required: Sound knowledge of medical ethics. Multidisciplinary management and team work and experience in the respective medical discipline. Sound clinical knowledge, competency and skills in general clinical domains. The ability to work under supervision as an efficient team member. Good communication, leadership, interpersonal, and supervisory skills. Ability to manage patients independently, diligently, responsibility and engage when necessary. Knowledge of current health policies, legislation, programmes and priorities within the domain. Ability to teach, guide and junior staff within the department. Behavioural Attributes: Stress tolerance, to work within a team, self-confidence and the ability to build and maintain good relationship.

DUTIES : To execute duties and functions with proficiency, to support the aims and objectives of the Institution that consistent with standards of patient care. Accept responsibility for the management of patients admitted in a level 2/3 package of service facility. Assist in the preparation and implementation of guidelines and protocols. Participate in academic and training programmes. Sound clinical knowledge with regard to medicine. Ability to deal with all medical emergencies. Knowledge of ethical medical practice. Assist with clinical audits actively participate in continuous professional development. Provide support to hospital management towards an efficient standard of patient care and services is maintained.

ENQUIRIES : Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

APPLICATIONS : Departmental Online Application System: www.mpuhealth.gov.za.

POST 42/100 : **PHARMACIST GRADE 1 REF NO: MPDOH/NOV/24/511**

SALARY : R804 609 – R853 980 per annum
CENTRE : Sabie Hospital (Ehlanzeni District)
REQUIREMENTS : Senior Certificate / Grade 12 plus Pharmacy Degree or equivalent qualification. Current registration with South African Pharmacy Council (SAPC) (2024). Core competencies recommended. Commitment to quality development of self and others. Computer literacy, good interpersonal skills. Good written and verbal communication skills. Strong leadership and managerial skills.

DUTIES : Ensure proper selection and procurement of drugs and surgical items for the hospital. Ensure rational use of drugs. Develop a hospital medicine formulary. Monitor expenditure on pharmaceutical and surgical items. Perform stock control functions. Ensure proper reconciliation of pharmaceutical accounts. Supervise and train Pharmacy Support Staff, Interns, Community Servers and Junior Pharmacist.

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APPLICATIONS : Departmental Online Application System: www.mpuhealth.gov.za.

POST 42/101 : **OPERATIONAL MANAGER NURSING (PN-B3): PHC REF NO: MPDOH/NOV/24/519 (X8 POSTS)**

SALARY CENTRE : R656 964 – R748 683 per annum

Nkangala District:
Nokaneng CHC
Lefiso CHC
Goederede Clinic
Tweefontein A Clinic
Eastdene Clinic
Louise Clinic
Gert Sibande Clinic
Vlakplaas Clinic
Thuthukani Clinic

REQUIREMENTS : Senior Certificate / Grade 12 or equivalent qualification plus Basic qualification accredited with the South African Nursing Council 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 (2024) plus a post basic nursing qualification, with duration of at least 1 year, accredited with the SANC in terms of Government Notice No R212 in Primary Health Care. A minimum of nine (09) years appropriate / recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least five (05) years of the period referred to above must be appropriate / recognizable experience in Primary Health Care after obtaining the 1 year post basic PHC Nursing Science qualification. Experience and knowledge of the District Health System. Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices and how this impacts on service delivery. Demonstrate a basic understanding of HR and financial and practices. Knowledge of relevant legal framework such as Nursing Act, Health Occupational and Safety Act, Patients Right Charter, Batho Pele Principles, Operational Management Skills. Problem solving, planning and Organizing Skills. Expected to work under pressure and on night duty. Leadership. Supervisory, problem-solving, conflict resolution, inter-personal ad communication and communication skills. Demonstrate an in depth understanding of legislation and related ethical nursing practices and how this impact on service delivery. Computer literacy will be an added advantage (MS Word, Excel, PowerPoint and Outlook). Computer literacy.

DUTIES : Manage and provide PHC facility supervisory in line with the PHC Supervision Guideline. Ensure clinical nursing practice by the nursing team in the facility in accordance with the scope and practice and nursing standard as determined by the relevant health facility. Promote quality nursing care as directed by the professional scope of practice and standard in accordance to the PHC delivery package. Ensure the implementation on National Core Norms and Standards including Six Priority Areas. Advocate for patients through ensuring adherence to Batho Pele Principles. Coordinate community involvement and participation. Manage and Monitor effective use and maintenance of assets and infrastructure of the facility. Monitor information management and documentation.

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APPLICATIONS : Departmental Online Application System: www.mpuhealth.gov.za

POST 42/102 : **ASSISTANT DIRECTOR: RISK AND SECURITY MANAGEMENT REF NO: MPDOH/NOV/24/520**
(Re-advertisement)

SALARY CENTRE : R444 036 per annum, (plus service benefits)
Ehlanzeni District Office, Mbombela (Nelspruit)

REQUIREMENTS : Senior Certificate / Grade 12 plus Diploma / Degree (NQF Level 6/7) equivalent in an area of study relevant to Security Management / Law / Criminal Justice / Safety Management with 3 - 5 years' relevant experience in the hospital / health environment of which three (3) years' experience must be at supervisory / managerial (Level 7/8) dealing with security issues. Valid PSIRA Grade B Certificate. Valid Driver's Licence. Computer Literacy. SAMTRAC (NOSA).

		Knowledge of Minimum Information Standards (MISS) and Minimum Physical Security Standards (MPSS). Completed the following course or should complete them within the first two years of appointment: SSA Security Management / Advisor and Communication.
<u>DUTIES</u>	:	Develop Security Policy and Plan. Gather information and conduct Security Threat Risk Assessment. Coordinate and ensure institution preparedness. Prevent, manage and respond to security incidents. Secure people, core business, information and reputation. Coordinate public and government relations.
<u>ENQUIRIES</u>	:	Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>APPLICATIONS</u>	:	Departmental Online Application System: www.mpuhealth.gov.za .
<u>POST 42/103</u>	:	<u>PROFESSIONAL NURSE GRADE 1 (PN-A2): GENERAL NURSING REF NO: MPDOH/NOV/24/521</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R307 473 – R362 187 per annum
	:	Evander Hospital (Gert Sibande District)
	:	Senior Certificate / Grade 12 qualification or equivalent plus Basic qualification accredited with the SANC in terms of Government Notice R425 (I.E. Diploma/ Degree in General Nursing and Midwifery) or equivalent qualification that allows registration with the SANC as Professional Nurse (2024). Grade 1: A minimum of 1-10 years appropriate / recognizable Theatre experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Recommendations: Ability to function independently and to prioritize work. Leadership and sound interpersonal skills, problem solving and decision making skills. Demonstrate an understanding of Nursing legislation and related legal and ethical nursing practices.
<u>DUTIES</u>	:	Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the health facility. Promote quality of nursing care as directed by the professional scope of practice and standards. Participate in the implementation of the National Core Standards and Ideal Hospital Realization Framework. Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Work as part of the multi-disciplinary team to ensure quality nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to Patient needs, requirements and expectations (Batho- Pele). Effectively manage resources allocated in your unit.
<u>ENQUIRIES</u>	:	Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>APPLICATIONS</u>	:	Departmental Online Application System: www.mpuhealth.gov.za .
<u>POST 42/104</u>	:	<u>PROFESSIONAL NURSE GRADE 1 (PN-A2): GENERAL NURSING REF NO: PDOH/NOV/24/554 (X33 POSTS)</u>
<u>SALARY CENTRE</u>	:	R307 473 – R362 187 per annum
	:	Arthurseat Mobile
	:	Boschfontein Clinic
	:	Buffelspruit CHC (X2 Posts)
	:	Clau-Clau Clinic
	:	Gottenburg Clinic
	:	Calcutta Clinic
	:	Hluvukani Mobile
	:	Jeppes Reef Clinic
	:	Khumbula Clinic
	:	M'afrika CHC
	:	Mangweni CHC (X2 Posts)

Mashishing Clinic
 Matibidi Hospital
 Matikwane Hospital (X3 Posts)
 Mbuzini Clinic
 Phola Nsikazi CHC (X2 Posts)
 Sabie Clinic (X2 Posts)
 Sandrivier Clinic
 Shongwe Hospital (X3 Posts)
 Lydenburg Hospital
 Simile Clinic
 Tekwane Clinic
 Thulamahashe CHC
 Tintswalo Hospital (X3 Posts) (Ehlanzeni District)

REQUIREMENTS : Senior Certificate / Grade 12 qualification or equivalent plus Basic qualification accredited with the SANC in terms of Government Notice R425 (I.E. Diploma/ Degree in General Nursing and Midwifery) or equivalent qualification that allows registration with the SANC as Professional Nurse (2024). **Grade 1:** A minimum of 1-10 years appropriate / recognizable Theatre experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Recommendations: Ability to function independently and to prioritize work. Leadership and sound interpersonal skills, problem solving and decision making skills. Demonstrate an understanding of Nursing legislation and related legal and ethical nursing practices.

DUTIES : Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the health facility. Promote quality of nursing care as directed by the professional scope of practice and standards. Participate in the implementation of the National Core Standards and Ideal Hospital Realization Framework. Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Work as part of the multi-disciplinary team to ensure quality nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to Patient needs, requirements and expectations (Batho- Pele). Effectively manage resources allocated in your unit.

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APPLICATIONS : Departmental Online Application System: www.mpuhealth.gov.za.

POST 42/105 : **PROFESSIONAL NURSE GRADE 1 (PN-A2): GENERAL NURSING REF NO: MPDOH/NOV/24/563 (X9 POSTS)**

SALARY CENTRE : R307 473 – R362 187 per annum
 : Gert Sibande District:
 Embhuleni Hospital (X2 Posts)
 Ezamokuhle Clinic
 Fernie 2 Clinic
 Mayflower Clinic (X2 Posts)
 Mkhondo Town Clinic
 Morgenzon Clinic
 Sinqobile Clinic (X2 Posts)

REQUIREMENTS : Senior Certificate / Grade 12 qualification or equivalent plus Basic qualification accredited with the SANC in terms of Government Notice R425 (I.E. Diploma/ Degree in General Nursing and Midwifery) or equivalent qualification that allows registration with the SANC as Professional Nurse (2024). **Grade 1:** A minimum of 1-10 years appropriate / recognizable Theatre experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Recommendations: Ability to function independently and to prioritize work. Leadership and sound interpersonal skills, problem solving and decision making skills. Demonstrate an understanding of Nursing legislation and related legal and ethical nursing practices.

- DUTIES** : Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the health facility. Promote quality of nursing care as directed by the professional scope of practice and standards. Participate in the implementation of the National Core Standards and Ideal Hospital Realization Framework. Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Work as part of the multi-disciplinary team to ensure quality nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to Patient needs, requirements and expectations (Batho- Pele). Effectively manage resources allocated in your unit.
- ENQUIRIES** : Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
- APPLICATIONS** : Departmental Online Application System: www.mpuhealth.gov.za
- POST 42/106** : **PHARMACIST ASSISTANT (POST-BASIC) GRADE 1 REF NO: MPDOH/NOV/24/564**
- SALARY** : R250 947 – R282 921 per annum
- CENTRE** : Matibidi Hospital (Ehlanzeni District)
- REQUIREMENTS** : Senior Certificate / Grade 12 plus registered as Post- Basic Pharmacist Assistant with South African Pharmacy Council (SAPC) (2024). Valid work permit will be required from non-South Africans. Skills in terms of consultations. Knowledge of current health and public service legislation, regulations and policies. Good communication, problem solving and conflict management skills. Professionalism, accuracy, flexibility, independence and ethical behaviour.
- DUTIES** : Ensure proper receipt recording and storage of all medicines and consumables according to standard operating procedures handled in the area of operations. Ensure responsibility and accountability for safe patient medicine use. Compounding and preparation of any medicines as delegated. Promote correct evaluation prescriptions and legal processing of medicine prescription, stocktaking and distribution of supplies to the client. Promotion of Public Health. Ensure accurate recording of statistics and administrative requirements as required by policy.
- ENQUIRIES** : Ms. Glory Mokone Tel No: (013) 766 3340 / Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
- APPLICATIONS** : Departmental Online Application System: www.mpuhealth.gov.za.