



## **PROFESSIONAL NURSES GENERAL OPPORTUNITIES, PHARMACIST AND ALLIED IN THE EASTERN CAPE DEPARTMENT OF HEALTH**

The Department is looking for individuals who want to make a difference to the Eastern Cape Communities by serving them with humility. Applications are invited for the underlisted posts in the Department. It is a prerequisite to be registered with the professional council when you apply for a clinical post.

The Eastern Cape Department of Health is looking for the services of individuals registered with the South African Nursing Council, Professions Council of South Africa (HPCSA) and Pharmaceutical Council of South Africa. We are awaiting applications for vacant clinical posts.

A non-pensionable rural/nodal allowance is payable at certain areas in Alfred Nzo, Joe Gqabi, Chris Hani, OR Tambo and Sarah Baartman Districts certain areas in Amathole as determined by the Collective Agreement.

**NOTE:** Application must be posted on a new Z83 Form, a comprehensive CV, indicating three reference persons. Name and contact Numbers, a relationship with reference. Communication from HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore, only shortlisted candidates for the post will be required to submit certified documents (copies of Qualification(s) inclusive of Matric certificate, Identity Document, Proof of Registration, proof of citizenship if not RSA citizen) on or before the day of the interview following communication from HR. Applicants must note that further Personnel Suitability checks will be conducted on short-listed candidates and that their appointment is subject to the outcome of these checks which include security clearance, security vetting, qualification verification and criminal record checks. Reference checks will be done on nominated candidate(s). Note that correspondence will be limited to the short-listed candidates. If you have not been contacted by the Department of Health within three (3) months of the closing date of the advertisement, please accept that your application was unsuccessful. We thank all applicants for their interest. People with disabilities are encouraged to apply for these posts.

**CLOSING DATE: 26 APRIL 2024**

Applications directed to the addresses as indicated below or Hand Delivery as indicated below:

Alfred Nzo District- Post to Human Resource Office, Alfred Nzo District Office, Private Bag X3515, Kokstad, 4700: Enquiries Mr K Praitel Tel No 0397976070.

Amathole District Office-Post Amathole Office, Private Bag X022, Southernwood, East London 5200, or Hand Delivery to: Amathole Resource Office, Amathole Health District 19 St James Road, Medical Centre Building, Southernwood, East London, 5200. Enquiries: Ms Z. Sigcu Tel no 043 707 6747/8.

Buffalo City Metro-Post to: Human Resource Office, Buffalo City Metro Health Office, Private Bag X 9015, East London, 5200 or Hand Delivery to Buffalo City Metro, Human Resource Office, 18 Sheffield Road, Woodbrook, East London 5201. Enquiries Ms Zibi Tel No 043 708 1719

Chris Hani District Office-Post to: Human Resource Office, Chris Hani District Office, PO Box 1661, Queenstown 5320 or Hand Delivery at Chris Hani District Office, Ward F HR Office, Enquiries: Mr L Solomani Tel No 045 807 1110/1101

Joe Gqabi District Office- Post to: Human Resource Office, Joe Gqabi District Office, Private Bag X 1005, Aliwal North, 9750 or Hand Delivery: HR Office, Joe Gqabi District Office, 32 Dan Pienaar Street, Hot Springs, Aliwal North 975. Enquiries ZP Tyalana- Tel No: 051 633 9631.

Nelson Mandela Metro-Post to: Human Office, Nelson Mandela Metro District, Walton Building, Cunningham Road, Parsons hill, Port Elizabeth 6000. Enquiries Mrs D Davids Tel No 041 391 8082

OR Tambo District Office- Post to: District Manager, OR Tambo Health District Office, Private Bag 5005, Mthatha 5099 or Hand Delivery 9<sup>th</sup> Floor Room 19 Botha Sigcawu Building Enquiries: Ms T Nqumashe Tel 047 502 9000.

Sarah Baartman District Office- Post to: Human Resource Office, Sarah Baartman Health District, Private Bag X 27667, Greenacres, Port Elizabeth, 6057, or Hand Delivery at Human Office Sarah Baartman Health District, No 16 Grace Street, LABORIA House, Port Elizabeth 6057. Enquiries: Mr N Mjindi Tel No 041 408 8509

POST/1 : PHARMACIST GRADE 1 x 7

SALARY : Grade 1: R768 489 – R814 437 per annum

CENTRE : ALFRED NZO (Tabankulu CHC) X1  
AMATHOLE (Sutterheim Hospital) X1  
CHRIS HANI (Frontier Regional Hospital) X1  
NELSON MANDELA METRO (PE Pharmaceutical Depot) X1  
OR TAMBO (Ngcwanguba CHC) X1  
OR TAMBO (Mthatha Pharmaceutical Depot) X2

REF NO : ECHEALTH/PHARM/AFND/01/04/2024  
ECHEALTH/PHARM/AMAT/01/04/2024  
ECHEALTH/PHARM/CH/01/04/2024  
ECHEALTH/PHARM/NMM/01/04/2024  
ECHEALTH/PHARM/ORT/01/04/2024  
ECHEALTH/PHARM/ORT/01/04/2024  
ECHEALTH/PHARM/ORT/01/04/2024

**REQUIREMENTS:** Grade 1: No experience required. Grade 12 certificate or equivalent. Degree in Pharmacy. Registration certificate with SAPC as a Pharmacist. Current registration with SAPC (2024). Non-South African citizen's applications, need to have a valid work permit in compliance with HR circular 49 of 2008 obtainable from any government department.

**DUTIES:** Provide a comprehensive pharmaceutical service to patients, wards, and departments as per the GPP and scope of practice of a pharmacist. Evaluation of the patient medicine related needs by determining the indication, safety, and effectiveness of the prescribed therapy. Prepare, compound, prepack / repack, label, and dispense all patient prescriptions (Outpatients and TTO's), ward / department stock issues. Furnishing of information and advice to any person with regards to safe and effective use of medicines. Supply of schedule 5 and 6 medicines including the recording and balancing of the schedule 5 and 6 registers. Stock management (ordering, receipt, issue, control, maintaining stock levels, record-keeping and storage of pharmaceuticals and non-pharmaceuticals). Review and update of section and ward order requisition sheets, stock levels, obsolete, low demand, new formulary medicines, repeatedly requisitioned medicines, out of stock medicines. Monitor supplier performance and report stock outs. Implement measures to minimize pharmaceutical waste. Waste Management, Occupational Health and Safety compliance, Infection Prevention and Control. Medicine Utilization Reviews and Prescription Audits. Deputize for the Pharmacy supervisor when required. Develop and review departmental policies and standard operating procedures (SOP).

POST/2: OCCUPATIONAL THERAPIST GRADE 1  
SALARY: R359 622 – R408 201 per annum  
CENTRE: BUFFALO CITY METRO (Frere Tertiary Hospital) X2  
OR TAMBO (Nelson Mandela Academic Hospital) X2

REF: ECHEALTH/OCCT/BCM/FRE/02/04/2024  
ECHEALTH/OCCT/OR/NMAH/03/04/2024

**REQUIREMENTS:** Grade 1. No experience required. Appropriate qualification as an Occupational Therapist Plus current registration with the Health Professional Council of South Africa (HPCSA) as an Occupational Therapist Plus experience with working with neurological impaired Paediatric patients Plus driver's license.

**DUTIES:** Provision of effective and comprehensive assessment and treatment for paediatrics and general occupational therapy services to all patients. Assessment and Treatment of patients in the Occupational Therapy Department. Manufacturing of splints and assistive devices when required. Wheelchair/Buggy Seating. Outreach to Community Clinics Monthly and conduct home visits as needed. Participate in Paed's Clinic on a weekly basis. Participation in Multidisciplinary Case Discussions. Assessment, treatment, and report writing for Medico Legal Cases. Conduct herself with patients in a professional manner to minimize complaints by patients. To complete Administrative Responsibilities. Participate in IPC, Clinical Audit and waiting time surveys. Statistics, Complete personal statistics daily and submit on the first day of each month. Minute taking at Departmental meetings one quarter per year. Compilation of waiting time survey one quarter per year Clinical File Audits one quarter per month. Compile departmental statistics on a rotational basis, one quarter per year.

POST/3: DEPUTY DIRECTOR EMS COMMUNICATIONS  
SALARY: R811 560 – R952 485 per annum (Level 11) (an all-inclusive package)  
CENTRE: BHISHO  
REF NO: ECHEALTH/HO/BISHO/04/04/2024

**REQUIREMENTS:** National Senior Certificate. An appropriate undergraduate qualification (NQF Level 7) in Emergency Care, an additional qualification in Communications will serve as an advantage coupled with five (5) years' experience of which three (3) years is at Assistant Director/Junior Management level. Computer literate, especially in the use of Microsoft applications such as MS Word, Excel, and PowerPoint. Valid driver's license. Registration with HPCSA as a Paramedic or ECP or ECT will serve as an advantage. Experience in Communications and or Public Relations in the health sector will serve as an advantage. Good knowledge of all prescripts and/ or policies relevant to the Operations of EMS will be an advantage.

**DUTIES:** Manage EMS Communications (technical and media communications) for the province. Ensure the District Communications Centers are fully functional and provide technical advice to EMS District Managers. Attend to EMS communications and public relations issues of the EMS Directorate. Provide the Directorate with monthly reports on caseload Statistics and conduct trend analysis. Ensure systems are in place for the continuous maintenance and repair for radios, push-to-talk, servers, telephone systems and network 96 connectivity. Ensure that the District Communications Centers are fully functional on a twenty-four basis. Ensure that the DHIS team is correctly capturing and submitting DHIS EMS statistics. Make technical recommendations and submission on enhance service delivery in the province with the use of technology. Ensure policy compliance with all the relevant legislation. Available to be on standby on a twenty-four basis and work after-hours when required. Ensure compliance with EMS Regulations.

POST/5 SPEECH THERAPIST GR.1 X 3  
CENTRE: BCM DISTRICT (Frere Hospital) X1  
OR TAMBO DISTRICT (Nelson Mandela Academic Hospital) X2  
REF NO: ECHEALTH/ST/BCM/05/04/2024  
ECHEALTH/ST/NMAH/05/04/2024  
SALARY LEVEL: OSD  
SALARY SCALE: GR 1: R359 622.00-R 408 201 (p.a. plus competitive benefits)

**REQUIREMENTS:** Knowledge and skill in the assessment and intervention of speech language, communication, and dysphagia in children. Preference will be given to those applicants who have experience with neonatal and pediatric dysphagia, experience with children with neurological conditions and autism. Knowledge and skill in early childhood intervention within a

family focused approach. Experience with teamwork, planning, organizing and co-ordination. Good communication and collaboration skills. Ability to engage in solution-based problem solving. Display empathy for patients, promote advocacy and facilitate holistic treatment. Applicant should be prepared to undergo medical surveillance as an inherent job requirement.

**DUTIES:** To assess and manage speech, language, communication and feeding difficulties in both the neonatal and pediatric populations. To work with children and their families in difficulties in facilitating positive developmental outcomes. To comply with all departmental procedures and protocols. To coordinate clinic and non-clinical areas. To manage all resources appropriately. To complete monthly statistics and reports. To participate in all departmental, hospital and provincial activities. To work within an MDT approach including attendance and participation in MDT meetings. To improve professional competence by regular self-learning and reflection with the application of the current evidence. To attend and participate in scheduled case discussions and meetings. To comply with hospital and departmental quality assurance standards. Maintain professional growth/ethical standards. Management of personal performance and review thereof. Supervision of students and community service therapists.

POST/6 : PHYSIOTHERAPIST GR.1 X 5  
CENTRE : BCM DISTRICT (Frere Hospital) X2  
OR TAMBO DISTRICT (Nelson Mandela Academic Hospital) X3  
REF NO : ECHEALTH/PHYSIO/BCM/06/04/2024  
ECHEALTH/PHYSIO/NMAH/06/04/2024  
SALARY LEVEL: OSD  
SALARY SCALE: GR 1: R359 622 – R408 201

**REQUIREMENTS:** National Senior Certificate (Grade 12), Degree in Physiotherapy and current registration certificate with the Health Professions Council of South Africa (HPCSA) as a Physiotherapist. Computer literacy certificate e.g. Ms Word. Recommendations: Possession of driver's license code 8(B) or 10 (C1). Knowledge/skills Training and legislations, regulations, policies, and procedures. Knowledge in communication (verbal and written) and problem-solving skills and team building. Demonstrate leadership ability, discipline, and interpersonal relationship skills. Ability to function under pressure. Ability to plan and prioritize in the execution of daily tasks. Ability to always communicate in a professional manner.

**DUTIES:** To provide high quality diagnosis and therapeutic services according to patients' needs and to provide the patient with information on Physiotherapy. Execute all clinical procedure and programmes competently utilizing available resources effectively and efficiently. Active involvement in the implementation of rehabilitation programs at Primary Health Care Facilities. To ensure quality service delivery in department through the facilitation and

implementation of Quality Improvements Projects and programs. Interpretation of data analysis and compilation narratives. Adhering to the departmental regulations, code of conduct discipline and ethical principles. Assist with the supervision of the Community Service Physiotherapists, Physiotherapy technician and support staff. Assist with the implementation and evaluation of EPMDS. Participate in the compilation of the Operational plan, Business Plan and Procurement Plan. Supervise allocated students according to the agreement with tertiary institutions and contribute to related training activities.

POST/7: PROFESIONAL-GENERAL GR.1,2&3 X 212

CENTRE: ALFRED NDZO DISTRICT X 32  
AMATHOLE DISTRICT X34  
BCM DISTRICT X17  
CHRIS HANI DISTRICT X34  
JOE GQABI DISTRICT X18  
NELSON MANDELA METRO DISTRICT X23  
OR TAMBO DISTRICT X36  
SARAH BAARTMAN DISTRICT X18

REF NO: ECHEALTH/PN-A2/AFND/07/2024  
ECHEALTH/PN-A2/AD/07/2024  
ECHEALTH/PN-A2/BCMD/07/2024  
ECHEALTH/PN-A2/CHD/07/2024  
ECHEALTH/PN-A2/JGD/07/2024  
ECHEALTH/PN-A2/NMMD/07/2024  
ECHEALTH/PN-A2/ORTD/07/2024  
ECHEALTH/PN-A2/SBD/07/2024

SALARY LEVEL: OSD

SALARY SCALE: Grade 1: R 293 670 – R 337 860  
Grade 2: R 358 626 – R 409 275  
Grade 3: R 431 265 – R 513 870 (p.a. plus competitive benefits)

REQUIREMENTS: Basic R425 qualification (e.g. Diploma / Degree in Nursing) or equivalent qualification that allows registration with SANC as Professional Nurse. General Nursing. At least 10 years of the period referred to the above must be appropriate/ recognisable experience after obtaining 1 year post basic qualification. Current registration with the SANC.

#### RECOGNITION OF EXPERIENCE

Less than 2 years, PN-A2, GR1 (R293 670), PB-2 GR2 (R 358 626), NPB - GR3 (R431 265) Depending on the experience, successful applicant may be appointed up to the maximum of four notches above the minimum of the relevant scale.



**DUTIES:** Coordinate of optional, holistic specialized nursing care provided within set standards and a Professional/ legal framework. Effective utilisation of resources. Participation in training and research. Provision of effective support to nursing services. Maintain professional growth/ ethical standards and self-development. Coordinate all VMMC activities and prepare a conducive/therapeutic environment for the conduct of VMMC. Ensure effective implementation of HIV Prevention strategies including condom distribution within the sub district. Outpatient department delegation/allocation of duties. Recruitment of boys for voluntary male medical circumcision. Conducting of MMC on all eligible boys. Ensure conducting of proper nursing documentation on all patients record/clinical audits. Compiling VMMC

POST/8: ENROLLED NURSE GR.1: PHC X 336

CENTRE: ALFRED NZO DISTRICT X30  
AMATHOLE DISTRICT X35  
BCM DISTRICT X21  
CHRIS HANI DISTRICT X59  
JOE GQABI DISTRICT X45  
NELSON MANDELA METRO DISTRICT X26  
OR TAMBO DISTRICT X95  
SARAH BAARTMAN DISTRICT X25

REF NO. ECHEALTH/SN - 1/AFND/08/04/2024  
ECHEALTH/SN -1/AD/08/04/2024  
ECHEALTH/SN -1/BCMD/08/04/2024  
ECHEALTH/SN -1/CHD/08/04/2024  
ECHEALTH/SN -1/JGD/08/04/2024  
ECHEALTH/SN -1/NMMD/08/04/2024  
ECHEALTH/SN -1/ORTD/08/04/2024  
ECHEALTH/SN -1/SBD/08/04/2024

SALARY LEVEL: OSD

SALARY SCALE: R199 725 – R337 860 P.A. (Plus Competitive Benefits)

**REQUIREMENTS:** Qualification that allows registration with SANC as Staff Nurse (Enrolled Nurse) Service Record as proof of previous experience. Work shifts in all departments. Good written and verbal communication skills. Current registration with the SANC.

#### RECOGNITION EXPERIENCE

Less than 2 years' experience, SN1-GR1 (R199 725), 10 years, SN2- GR2 (R237 210), 20 years GR3, (R277 752). Depending on the experience, successful applicant may be appointed up to the maximum of four notches above the minimum of the relevant scale.

#### DUTIES

Providing quality nursing care. Delivery of basic holistic care and counselling of patients, family community and support Community Health Workers. Execution of the relevant procedures and work under supervision of the professional nurse. Always ensuring the implementation of patients Right Charter and Batho Pele Principles. Perform a basic clinical nursing practice in accordance with scope of practice and nursing standards as determined by the relevant health facility. Form part of the Ward Based Primary Health Care Team as the Outreach Team Leader of the team. Work as part of the multidisciplinary team to ensure good nursing care in communities.

POST/9 : PROFESSIONAL NURSE GR 1 (GENERAL) X 372

CENTRE: AMATHOLE DISTRICT X35  
BUFFALO CITY METRO X58  
JOE GQABI DISTRICT X33  
CHRIS HANI DISTRICT X62  
NELSON MANDELA DISTRICT X67  
SARAH BAARTMAN DISTRICT X27  
OR. TAMBO DISTRICT X70  
ALFRED NDZO DISTRICT X20

REF NO.: PN – A2/AD/09/04/2024  
PN -A2//BCMD/10/04/2024  
PN – A2/JGD/10/04/2024  
PN -A2/CHD/10/04/2024  
PN-A2/NMMD/10/04/2024  
PN-A2/SBD/10/04/2024  
PN-A2/ORT/10/04/2024  
PN-A2/AFN/10/04/2024

SALARY LEVEL: OSD

SALARY SCALE: R 293 670 –R 337 860 P.A. (Plus Competitive Benefits)

**REQUIREMENTS:** Basic qualification accredited with the SANC in terms of Government Notice R 425 (i.e. Diploma /Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Service Record as proof of Previous experience where applicable.



**DUTIES:** Provide direction and supervision for the implementation of the nursing plan (clinical practice/ quality patient care). Implement standards, practices, criteria, and indicators for quality nursing (quality of practice). Practice nursing and health care in accordance with laws and regulations relevant to nursing and health care. Maintain a constructive working relationship with nursing and other stakeholders. Utilise human, material, and physical resources efficiently and effectively. Perform clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the hospital. Promote quality of nursing Care. Provide optimal, holistic, specialised nursing care with set standards and within a professional/legal framework. Effective utilisation of resources. Participate in training and research. Provide support to nursing services. Maintain professional growth/ethical standards and self-development. Act as shift leader in the unit (where necessary). Demonstrate effective communication with patients, supervisors and other health professionals and junior colleagues. Implementation of Ideal Hospital Framework.

Enquiries :  
Telephone :

POST/10 : PARAMEDIC X 9

CENTRE: AMATHOLE DISTRICT X3  
CHRIS HANI DISTRICT X2  
NELSON MANDELA METRO X3  
OR. TAMBO DISTRICT X1

REF NO.: PARAG1/AD/11/04/2024  
PARAG1/CHD/11/04/2024  
PARAG1/NMM/11/04/2024  
PARAG1/ORT/11/04/2024

SALARY LEVEL: OSD

SALARY SCALE: R 290 943 –R 344 697

**REQUIREMENTS:** Successful completion of Critical Care Assistance (CCA) that allows registration with HPCSA as a Paramedic. None after registration with HPCSA as a paramedic.

**DUTIES:** Render Emergency Medical Care and transport. Attend accident scenes. Complete Patient Report Forms. Analyze Patient Report Forms. Clean and maintain emergency vehicles. Execute Infection Control Policy. Maintain response time. Do any other duties assigned by shift leader or supervisor. Be available for standby during events. Complete check lists for vehicles and equipment and ensure functionality. Complete trip authority forms and logs.

**Enquiries:** Mr Munilal  
**Tel:** 040 608 1104