ANNEXURE P

PROVINCIAL ADMINISTRATION: EASTERN CAPE
DEPARTMENT OF HEALTH

CLOSING DATE : 14 August 2015

NOTE : Directions To Candidates: Applications must be submitted on the application form (Z83) obtainable from any government department or www.dpsa.gov.za. Please attach certified copies of ID, qualifications, school certificate, curriculum vitae, registration with relevant council, drivers licence, etc. and submit to the addresses indicated below. Please Note: Suitable candidates will be subjected to personnel suitability check (criminal record check, citizenship verification, financial/asset record check, qualification/study verification and previous employment verification). Successful candidates will also be subjected to security clearance processes. Where applicable, candidates will be subjected to a skills/knowledge test. Successful candidates will be appointed on a probation period of twelve (12) months.

OTHER POSTS

POST 30/76 : SPEECH THERAPIST AND AUDIOLOGIST GR 1,2,3 REF NO: STA/MH/07//04/2015

SALARY : Grade 1: R242 148 - R276867
         Grade 2: R285 240 - R326154
         Grade 3: R336 006 - R407772 per annum (Plus benefits)

CENTRE : Midland Hospital

REQUIREMENTS : Tertiary qualification in Speech Therapy and Audiology or equivalent. Relevant experience in the relevant field. Current registration with Health Professions Council of South Africa. Knowledge related to clinical practice. Professional competence and knowledge in the application of Clinical theory, practice, ethics in health care, current clinical literature, current protocols as well as current health care and Public Service Legislation, Regulations and policies. Skills in terms of consultation, examination, Clinical Assessment, Management and Clinical procedures. Must have verbal and written skills. Computer literacy. A valid driver’s license. Recognition Of Experience: Less than 2 years’ experience – Grade 1, 10 years’ experience or more – Grade 2, 20 years’ experience or more – Grade 3. Notch will be determined by years of experience.

DUTIES : To provide a quality audiology and speech diagnostic and therapeutic services within the available resources, in line with the relevant legislation. Provide factual information to patients and clients on speech and audiology. Promote good health practises to patients under care. Execute all procedures and work in accordance with clinical guidelines. Educate patients on their conditions whilst ensuring that patient rights are upheld. Compile reports, collect data and information that can be used for future service planning.

ENQUIRIES : Ms Human (Tel: 0498077749)

APPLICATIONS : Must be submitted to: Midland Hospital, Human Resource Office, Private Bag X696, Graaff-Reinet 6280

POST 30/77 : ARV CO-ORDINATOR REF NO: ARV/PZM/07/02/2015

SALARY : R339 918 - R382578 per annum (plus benefits)

CENTRE : PZ Meyer TB Hospital (Humansdorp)

REQUIREMENTS : Basic R425 qualification (i.e. Diploma/ Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. A minimum of 7 years appropriate/ recognisable experience in nursing after registration as a Professional Nurse with SANC in general nursing. Knowledge of nursing care processes and procedures, nursing statues and other relevant legal frameworks such as Nursing Act, Health Act, Occupational Health and Safety Act, Patient rights charter. Sound knowledge of HIV/AIDS. Must have operational management skills. Ability to interact with diverse stakeholders and health care users and givers. Good communication, report writing, coordination and facilitation skills. Networking information management planning and organizing skills. A valid driver’s licence. Knowledge of Management of Normal TB and drug resistant TB. To be NIMDR trained.

DUTIES : Overall strategic planning, co-ordinating and management of human, material and financial resources for HIV/ AIDS and ARV programme within the institution. Ensure provision of high quality, cost effective service for all clients. Implement
policies and protocols of HIV/AIDS management. Ensure personnel are appropriately placed. Ensure welfare of all staff in the department and staff needs. Co-ordinate ARV programmes within the institution. Implement cost containment measures to prevent under- or overspending of budget. Conduct audit of resources needed in the institution. Ensure performance improvement through management system. Ensure clean and therapeutic environment. Monitor and evaluate ARV programme. Candidate will also do Outreach to hospital catchment area.

**ENQUIRIES**
Ms Sikonya (Tel: 0422912064)

**APPLICATIONS**
Must be submitted to: PZ Meyer TB Hospital, Human Resource Office, P.O. Box 479, Humansdorp 6300

**NOTE**
Requirements and Duties. Please note that candidates who have applied already do not have to re-apply for this erratum