

Job Details

Department of Health

CLEANER / HOUSEHOLD WORKER LEVEL 2

Reference Number : refs/020640

Directorate : Administration Support

Number of Posts : 3

Package : • Package : R 131 265.00P/A (Plus Benefits)

Enquiries : • Enquiries : Ms. T .Maluleke Contact: 0716 785 761

Requirements :

A Minimum of Grade 10 (authentic School report) or Relevant NQF level 2 or ABET Level 4. Able to read and write. Working experience in the public service or in cleaning environment will be an added advantage. Good interpersonal relations, Ability to work in a team. Knowledge of Batho Pele Principles; Patients' Rights and 6 ministerial priorities. Be Prepared to work flexi hours, shifts (night, weekends, and public holidays). Be Able to deliver service under pressure.

Duties :

Clean Windows, Walls, Carpets, floors. Clean, dust and polish office furniture, consulting rooms, passages/corridors, Emptying of all bins, cleaning of toilets and any other area in the clinic under the supervision of a supervisor. Change and wash linen. Serve tea and refreshments when necessary. Wash dishes, glasses, cutlery, and utensils. Operate and use cleaning equipment and chemicals. Safekeeping and handling of variety of aids in the cleaning of the premises. Keep the cleaning material and equipment clean and safe. Report defects noticed. Expected to carry out any other duty as instructed by the supervisor.

Notes :

The fully completed and signed new Z83 form should be accompanied by a detailed recently updated CV, copies of your qualifications, identity document and driver's license do not need to be attached upon application, only shortlisted candidates will receive communication from HR to submit certified copies on the day of the interview. Smart ID card and Driver's license copies must be double sided. Please ensure that the reference number is correctly quoted. Persons who are foreign nationals or who are in possession of a foreign qualification must furnish the Department with an evaluation or endorsement certificate from the respective Council or body. The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender, and disability. PEOPLE WITH DISABILITIES ARE ENCOURAGED TO APPLY. All

recommended candidates will be subjected to positive results of the security screening process which entails reference checks, criminal records check, qualification verification and medical surveillance. Incomplete applications or applications received after closing date will not be considered. Applications must be submitted to the email: SubDistrictG.JobApplications@gauteng.gov.za and GPG Online. Applicants must indicate the post reference number as subject line of the email. Johannesburg Health District does not have budget for resettlement and S&T claims.

Employer : Department of Health

Location : JHB HEALTH DISTRICT (SUB DISTRICT G)

Closing Date : 07-06-2024

Criteria Questions

Do You have Grade 10 (authentic School report) or Relevant NQF level 2

Are prepared to work flexi hours, shifts (night , weekends , and public holidays ?

Do You have working experience in the public service or in cleaning environment?

Please Notes :

Due to the large number of applications we envisage receiving, applications will not be acknowledged. If you do not receive any response within 3 months, please accept that your application was not successful.

Department of Health

CLEANER / HOUSEHOLD WORKER LEVEL 2

Reference Number : refs/020641

Directorate : JHB HEALTH DISTRICT (SUB DISTRICT D)

Number of Posts : 10

Package : R 131 265.00 P/A (Plus Benefits)

Enquiries : Mr. VS Makhubo Contact: 011 527 1259

Requirements :

A Minimum of Grade 10 (authentic School report) or Relevant NQF level 2 or ABET Level 4. Able to read and write. Working experience in the public service or in cleaning environment will be an added advantage. Good interpersonal relations, Ability to work in a team. Knowledge of Batho Pele Principles; Patients' Rights and 6 ministerial priorities. Be Prepared to work flexi hours, shifts (night, weekends, and public holidays). Be Able to deliver service under pressure.

Duties :

Clean Windows, Walls, Carpets, floors. Clean, dust and polish office furniture, consulting rooms, passages/corridors, Emptying of all bins, cleaning of toilets and any other area in the clinic under the supervision of a supervisor. Change and wash linen. Serve tea and refreshments when necessary. Wash dishes, glasses, cutlery, and utensils. Operate and use cleaning equipment and chemicals. Safekeeping and handling of variety of aids in the cleaning of the premises. Keep the cleaning material and equipment clean and safe. Report defects noticed. Expected to carry out any other duty as instructed by the supervisor

Notes :

Notes: Applications must be filled on a new Z83 form and recently updated CV. Candidates need not to attach copies of supporting documents (ID & Qualifications). Only shortlisted candidates will be required to bring certified documents during or before interview date. Persons who are foreign nationals or who are in possession of a foreign qualification must furnish the Department with an evaluation or endorsement certificate from the respective Council or body (Only when shortlisted) Recommended candidates will be subjected to security screening, reference, vetting and medical process. The Department reserves the right to not make an appointment. Candidates will be expected to be available for selection interviews on the date, time and place determined by the Department. If you have not being consulted in three months after the closing date, please accept that your application was unsuccessful. The Department of Health (Gauteng) is committed to the achievement and maintenance

of diversity and equity in employment, especially in respect in respect of race, gender, and disability. Applications must be submitted at GPG online, or emailed to SubDistrictD.JobApplications@gauteng.gov.za, reference number must be used as subject of the email. PREFERENCE WILL BE GIVEN TO EPWP'S.

Employer : Department of Health

Location : SUB DISTRICT D

Closing Date : 07-06-2024

Criteria Questions

do you have grade 10 (authentic report) or Relevant NQF level 2 or ABET level 4?

Do you have public service or cleaning experience?

Are you willing to work shift including nights, public holidays and Sundays?

Are you able to read and write?

Please Notes :

Due to the large number of applications we envisage receiving, applications will not be acknowledged. If you do not receive any response within 3 months, please accept that your application was not successful.

Department of Health

CLEANER / HOUSEHOLD WORKER LEVEL 2

Reference Number : refs/020642

Directorate : Administration Support

Number of Posts : 5

Package : Package : R 131265.00P/A (Plus Benefits)

Enquiries : Enquiries : Ms. H. Twala Contact:082 336 3278

Requirements :

A Minimum of Grade 10 (authentic School report) or Relevant NQF level 2 or ABET Level 4. Able to read and write. Working experience in the public service or in cleaning environment will be an added advantage. Good interpersonal relations, Ability to work in a team. Knowledge of Batho Pele Principles; Patients' Rights and 6 ministerial priorities. Be Prepared to work flexi hours, shifts (night, weekends, and public holidays). Be Able to deliver service under pressure.

Duties :

Clean Windows, Walls, Carpets, floors. Clean, dust and polish office furniture, consulting rooms, passages/corridors, Emptying of all bins, cleaning of toilets and any other area in the clinic under the supervision of a Supervisor. Change and wash linen. Serve tea and refreshments when necessary. Wash dishes, glasses, cutlery, and utensils. Operate and use cleaning equipment and chemicals. Safekeeping and handling of variety of aids in the cleaning of the premises. Keep the cleaning material and equipment clean and safe. Report defects noticed. Expected to carry out any other duty as instructed by the Supervisor.

Notes :

The fully completed and signed new Z83 form should be accompanied by a detailed recently updated CV, copies of your qualifications, identity document and driver's license do not need to be attached upon application, only shortlisted candidates will receive communication from HR to submit certified copies on the day of the interview. Smart ID card and Driver's license copies must be double sided. Please ensure that the reference number is correctly quoted. Persons who are foreign nationals or who are in possession of a foreign qualification must furnish the Department with an evaluation or endorsement certificate from the respective Council or body. The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender, and disability. PEOPLE WITH DISABILITIES ARE ENCOURAGED TO APPLY. All recommended candidates will be subjected to positive results of the security screening process which

entails reference checks, criminal records check, qualification verification and medical surveillance. Incomplete applications or applications received after closing date will not be considered. Applications must be submitted to the email: SubDistrictABCEF.JobApplications@gauteng.gov.za and GPG Online. Applicants must indicate the post reference number as subject line of the email. Johannesburg Health District does not have budget for resettlement and S&T claims.

Employer : Department of Health

Location : JHB HEALTH DISTRICT (SUB DISTRICT ABCEF)

Closing Date : 07-06-2024

Criteria Questions

Do You have Grade 10 (authentic School report) or Relevant NQF level 2

Do You have working experience in the public service or in cleaning environment?

Are prepared to work flexi hours, shifts (night , weekends , and public holidays ?

Please Notes :

Due to the large number of applications we envisage receiving, applications will not be acknowledged. If you do not receive any response within 3 months, please accept that your application was not successful.

Department of Health

Professional Nurse (Advanced Midwifery and Neonatal)

Reference Number : refs/020659

Directorate : Nursing Services

Number of Posts : 2

Package : Grade 1 R 451 533- R 530 376 per annum (plus benefits) Grade 2 R 553 545- R 686 211 per annum (plus benefits)

Enquiries : Mr T.F Budzwa Tel No: 012 354 7600

Requirements :

Grade 12 certificate with Basic qualification accredited with the South African Nursing Council in terms of Government Notice R425 (Diploma / Degree in nursing as a Professional Nurse. Post Basic Qualification with the duration of at least 1 year accredited with the SANC in terms of Government Notice R212 in the relevant specialty (Advanced Midwifery and Neonatal Nursing Science). A minimum of 4 years appropriate experience in Nursing after registration as Professional Nurse with SANC in General Nursing. Evidence of current registration with SANC.

Duties :

Provision of optimal holistic specialized nursing/clinical care with set standards and within a professional/legal framework. Effective utilization of human, material, and service resources. Participation in training and research. Maintain professional growth/ethical standards and development of self and subordinates. Plan and organize own work, be a team leader and make relevant decision in matters concerning patient care. Promote quality of nursing care as directed by the core standards. Knowledge of all relevant mother and child policies, guidelines, and protocols. Perform any other duties delegated by Supervisor.

Notes :

Applications should be submitted strictly online at the following E-Recruitment portal:

<http://professionaljobcenter.gpg.gov.za>. No hand-delivered, faxed, or emailed applications will be accepted. NB: For assistance with online applications please email your query to e-

recruitment@gauteng.gov.za. Application should be accompanied by a fully completed and signed New Z83 application form obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents plus a recently updated comprehensive Curriculum Vitae (CV).

Applications without proof of a new Z83 application form and detailed CV will be disqualified. Applicants must indicate the post reference number on their applications. (Shortlisted candidates will receive

communication from HR to submit certified copies of educational qualifications and other relevant documents not older than 6 months on or before the day of the interview). It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). All foreign qualification must be accompanied by evaluation certificate from the South African Qualification Authority (SAQA). Correspondence will only be limited to shortlisted candidates. Suitable candidates will be subjected to vetting and personnel pre-employment suitability checks (criminal record, citizenship, credit record checks, qualification verification and employment verification). Where applicable, candidates will be subjected to a skills/knowledge test. Medical Surveillance will be conducted on the recommended candidates. It is Department's intention to promote presentively (race, gender, and disability) in the Public Service through the filling of these posts. The Department reserves the right not to appoint/fill this post. NB: The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know. PEOPLE WITH DISABILITY ARE ENCOURAGED TO APPLY.

Employer : Department of Health

Location : TSHWANE DISTRICT HOSPITAL

Closing Date : 07-06-2024

Criteria Questions

Do you have a Diploma/Degree in nursing and currently registered with SANC?

Do you have post basic qualification in midwifery and neonatal?

Do you have a four years appropriate experience in Nursing after registration as a professional nurse?

Please Notes :

Due to the large number of applications we envisage receiving, applications will not be acknowledged. If you do not receive any response within 3 months, please accept that your application was not successful.

Department of Health

ENROLLED NURSE

Reference Number : refs/020660

Directorate : Nursing Services

Number of Posts : 7

Package : Grade 1 R 209 112- R 237 441 per annum (plus benefits) Grade 2 R 248 613 - R 283 347 per annum (plus benefits) Grade 3 R 290 805 - R 326 187 per annum (plus benefits)

Enquiries : Mr. T.F Budzwa Tel No: (012) 354 7600

Requirements :

Qualifications that allow registration with SANC as a Staff Nurse (Enrolled Nurse). Current registration with SANC as Staff Nurse (Enrolled Nurse). Grade 1: Minimum of 2 years appropriate experience after registration as a Staff Nurse (Enrolled Nurse). Competencies/Knowledge: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal principles. Basic communication skills, interpersonal skills, elementary writing skills and ability to function as part of a team. Knowledge of Batho Pele principles and Patient's rights Charter. Must be prepared to work shifts including night duty, weekends and public holidays.

Duties :

Measure, interpret and record vital signs. Give Health Education to patients. Assist professional nurses with procedures. Provide Elementary Nursing services under the supervision of a professional nurse within the scope of practice as defined by the South African Nursing Council. Maintain the code of conduct as required in the Public Service. Perform all duties as delegated by the Supervisor /Manager. Work with other stakeholders and be an advocate for the patient.

Notes :

APPLICATIONS : Application should be submitted at Tshwane District Hospital: Corner Dr Savage & Steve Biko Road or posted to: The HR Directorate, Tshwane District Hospital, Private bag x 179, Pretoria, 0001 Applications must be submitted on the new Z83 form. The application form is obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The new Z83 must be fully completed (please refer on the left side of Z83 special notes for clarity), it must be initialled and signed. On the Z83 the Department where position was advertised it should state Department of Health. According to Department of Public Service and Administration (DPSA) Circular 19 of 2022, applicants are not required to submit copies of qualifications, service certificate and other relevant documents on application but must submit a fully completed Z83 and a detailed Curriculum Vitae. The Curriculum Vitae

should be recently updated that specifies the following: All experience should be in a chronological order indicating the position, institution and respective dates indicating the starting and ending period (DD/MM/YYYY). The information on the new Z83 must be in sync with the Curriculum Vitae. Only shortlisted candidates will be required/requested to submit certified copies of qualifications, service certificate, other relevant documents on or before the interview and candidates in possession of a foreign qualification will be required to furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA). Personnel Suitability Checks (PSC) –Verification (Reference checks- Provide at least 3 off which one must be immediate supervisor, the Department shall reserve the right to conduct verification beyond names provided, where necessary. Failure to submit all the relevant information preceding the statement above will result in disqualifying the candidate. Identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. TDH reserves the right to utilize practical exercises/tests for non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). The Department reserve the right not to fill the post. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities are encouraged to apply.

Employer : Department of Health

Location : TSHWANE DISTRICT HOSPITAL

Closing Date : 07-06-2024

Criteria Questions

do you have a qualification as a staff nurse?

do you have a minimum of two years appropriate experience after registration as a staff nurse?

are you registered with SANC?

Please Notes :

Due to the large number of applications we envisage receiving, applications will not be acknowledged. If you do not receive any response within 3 months, please accept that your application was not successful.

