

**PROVINCIAL ADMINISTRATION: NORTHERN CAPE
DEPARTMENT OF HEALTH**

This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department.

CLOSING DATE : 14 February 2025

NOTE : Applications must be submitted on the new prescribed application form Z83 obtainable from any Public Service Department or any Public Service Administration website. The fully completed and signed Z83 should be accompanied by a detailed/comprehensive Curriculum Vitae, indicating positions held, dates and key performance responsibilities. Only short-listed candidates will be required to submit certified copies of their qualifications and relevant documents on or before the day of the interview proceedings following communication from the Human Resource Management Recruitment and Selection Unit. Failure to submit the requested documents or information will result in your application not being considered. The employment decision shall be informed by the Employment Equity Plan of the Department. It is the Department's intention to promote equity (race, gender and disability) through the filling of this post(s) with a candidate whose transfer / promotion / appointment will promote representivity in line with the numerical targets as contained in our Employment Equity Plan. If you have not been contacted within eight (8) weeks after the closing date of this advertisement, please accept that your application was unsuccessful. Suitable candidates will be subjected to a personnel suitability check (criminal record, qualification verification and employment verification). Where applicable, candidates will be subjected to a skills/knowledge test. The Department reserves the right not to make any appointment(s) to the above post. The successful candidate will be expected to sign a performance agreement. The Department of Health is an equal opportunity affirmative action employer. The request for certified documents will be limited to shortlisted candidates. The Human Resource Administration of the Department will inform shortlisted candidate for a post to submit certified documents on or before the day of the interview. Should an applicant wish to apply for more than one post, separate applications must be submitted for all posts.

OTHER POSTS

POST 04/81 : **DEPUTY MANAGER: PHARMACEUTICAL SERVICES REF NO: NCDOH 39/2025 (X1 POST)**

SALARY : R1 182 183 per annum (all-inclusive package, OSD)

CENTRE : Pharmaceutical Services Unit, Dr Arthur Letele Medical Depot, Kimberley

REQUIREMENTS : Basic qualification accredited with the South African Pharmacy Council (SAPC) that allows registration with the SAPC as a Pharmacist. Appropriate/recognizable minimum experience of 7 years' after registration as a Pharmacist with South African Pharmacy Council. A valid driver's licence. Willingness to travel. 4 years' managerial experience will serve as an added advantage. Skills Profile: Knowledge of National Drug Policy, Essential Drugs programme and National and Provincial treatment guidelines and rational Medicines Use practices. Knowledge of the regulations of the Pharmacy Act, PFMA, Basic Conditions of Employment Act. Knowledge of Good Pharmacy Practice, Good Warehouse Practice and Good Distribution Practice. Sound project management, research, writing, presentation, statistical and financial skills. Extensive managerial experience. Good communication, organisational and interpersonal skills. Ability to work in a team. Computer literacy.

DUTIES : Develop and implement Pharmaceutical Services policies and procedures in line with Provincial objectives. Determination, facilitation and implementation of amendments to National Policies in order to comply with these policies at facilities, through support visits and provisioning of guidelines as prescribed in Good Pharmacy Practice, National Core Standards and Pharmacy Norms and standards. Coordinate the functioning and existence of the Provincial Pharmaceutical and Therapeutic Committee as well as rendering a support function to the various District/Hospital PTC's. Develop and maintain a Provincial Formulary based on the EDL to ensure the rational use of medicines. Advice and recommend on the Pharmaceutical medicine budget and medicine supply management. Monitor and evaluate the availability of medicines in the province. Monitor and evaluate compliance/adherence to the statutory bodies e.g. SA Pharmacy Council and Medicine Control Council. Identify, coordinate and facilitate pharmacy related training for Pharmacy personnel as required in the Pharmacy Act. Compile and submit reports to the National Department of Health on Pharmaceutical Services related queries if and when requested.

ENQUIRIES : Mr GM Mentoor Tel No: (053) 830 2700

APPLICATIONS : Please note applications can be hand delivered to the James Exum Building , Room 29, couriered via postal services to 144 Du Toitspan Road, James Exum Building, Kimberley Hospital Complex, Kimberley, 8301 or emailed at nchealthhr@ncpg.gov.za. Applicants must complete an application register when an application is hand delivered.

POST 04/82 : **DEPUTY MANGER NURSING: WOMENS HEALTH, ADOLESCENT, YOUTH, GENETICS PROGRAMME REF NO: NCDOH 40/2025**

SALARY : R974 493 per annum, (TCE Package)

<u>CENTRE REQUIREMENTS</u>	: Provincial Office, Kimberley : A basic R425 qualification diploma/degree that allows registration with SANC as a Professional Nurse. Registration with the SANC as Professional Nurse. A Valid Driver's Licence is required. Experience: A minimum of 9 years' appropriate/recognisable, experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 4 years of the period referred to above must be appropriate recognisable experience at managerial level. Job Purpose: Coordinate and provide technical support to ensure quality, integrated and comprehensive Sexual and Reproductive Health (SRH), Adolescents & Youth services and genetics in the context of human rights aligned to evidence based policies, towards reduction of neonatal and maternal morbidity and mortality.
<u>DUTIES</u>	: Coordinate and provide technical support to ensure quality, integrated and comprehensive Sexual and Reproductive Health (SRH), Adolescents & Youth services and genetics in the context of human rights aligned to evidence based policies, towards reduction of neonatal and maternal morbidity and mortality. Coordinate Sexual and Reproductive Health, Adolescents & Youth Programmes and Genetics. Expansion of access to comprehensive Adolescent & Youth, and SRHR, CTOP, Genetics services, breast and cervical cancer screening. Skills and development of staff on SRHR, Adolescent & Youth and Genetics. Collaboration with external stakeholders. Participation in sectoral/partnership meetings, workshops. Attend and report to the OTP and Social Cluster to keep stakeholders abreast on the AYP health services performance. Public health education and awareness campaigns conducted and supported. Good interprovincial relations for smooth implementation of genetics programme. Monitoring and evaluation of performance indicators. NDOH standardized data collection tools supported. Monitoring and evaluation of performance indicators.
<u>ENQUIRIES</u>	: Ms Z. Kiti Tel No: (053) 8300 634
<u>POST 04/83</u>	: <u>PHARMACIST REF NO: NCDOH 41/2025 (X2 POSTS)</u>
<u>SALARY</u>	: Grade 1: R804 609 per annum, (all-inclusive package) Grade 2: R869 796 per annum, (all-inclusive package) Grade 3: R949 146 per annum, (all-inclusive package) (depending on years of experience)
<u>CENTRE REQUIREMENTS</u>	: Pharmaceutical Services Unit, Dr Arthur Letele Medical Depot, Kimberley : Basic qualification accredited with the South African Pharmacy Council (SAPC) that allows registration with the SAPC as a Pharmacist. Registration with the SAPC as a Pharmacist. Appropriate/recognizable experience after registration as a Pharmacist with South African Pharmacy Council. Knowledge of Provincial and National Health policies and all relevant legislation. A valid B (08) driver's licence is an inherent requirement. Requirements: Minimum educational qualification: Basic qualification accredited with the South African Pharmacy Council (SAPC) that allows registration with the SAPC as a Pharmacist. Registration with the Professions Council: Registration with the SAPC as a Pharmacist. Experience: Grade 1: None after registration as Pharmacist with the SAPC in respect of SA qualified employees. 1-year relevant experience after registration as Pharmacist with a recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Grade 2: A minimum of 5 years' appropriate experience after registration as a Pharmacist with the SAPC in respect of SA qualified employees. 6 years' relevant experience after registration as Pharmacist with a recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Grade 3: A minimum of 13 years' relevant experience after registration as Pharmacist with the SAPC in respect of SA qualified employees. 14 years' relevant experience after registration as Pharmacist with a recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Skills Profile: Sound knowledge of legislation such as National Health Act, National Drug Policy, Pharmacy Act, Medicines and Related Substance Act, Public Finance Management Act, Public Service Act and related regulations and policies; Appropriate theoretical and clinical knowledge; Medicine supply management; Good Pharmacy Practice, Good warehouse practice, Good distribution practice. Computer literacy i.e. MS Word, Excel, Power point. Excellent analytical, research, report writing and presentation skills. Ability to work in a team and under pressure.
<u>DUTIES</u>	: Coordinate the supply of pharmaceutical items to the districts. Stock Management and control. Interact with various District Pharmacists and Facility Managers on Pharmaceutical related issues and reporting. Adherence to the Good Wholesale Practice in the Warehouse. Identify initiatives to improve and monitor stock availability. Manage the CCMDD Program.
<u>ENQUIRIES APPLICATIONS</u>	: Ms HM Bothma Tel No: (053) 830 2700 : Please note applications can be hand delivered to the James Exum Building , Room 29, couriered via postal services to 144 Du Toitspan Road, James Exum Building, Kimberley Hospital Complex, Kimberley, 8301 or emailed at nchealthhr@ncpg.gov.za . Applicants must complete an application register when an application is hand delivered.
<u>POST 04/84</u>	: <u>HEAD OF DEPARTMENT REF NO: NCDOH 42/2025 (X1 POST)</u>
<u>SALARY</u>	: R676 068 per annum

<u>CENTRE</u>	:	Head of Department (Henrietta Stockdale Nursing College)
<u>REQUIREMENTS</u>	:	Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Registration with the SANC as Professional Nurse. Post basic qualification in Nursing Education registered with the SANC. Registration with SANC in Nursing Administration. A Master's in Nursing will be an added advantage. Experience: A minimum of 9 years of appropriate/recognisable nursing experience after registration as a Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/ recognisable experience in Nursing Education after obtaining the 1-year post-basic qualification in Nursing.
<u>DUTIES</u>	:	Co-ordinate the provision of education and training of student nurses. Manage clinical learning exposure to students between college and clinical areas. Develop and ensure implementation of quality assurance programs. Collaborate with other stakeholders and build a sound relationship within the department. Supervise staff.
<u>ENQUIRIES</u>	:	Dr OR Appolus Tel No: (053) 831 3707
<u>APPLICATIONS</u>	:	Applications must be e-mailed to info.hsnrc@gmail.com or hand-delivered front reception of Henrietta Stockdale Nursing College at Corner Memorial Road and Du Toitspan, Belgravia Kimberley. Applicants must complete an application register when an application is hand-delivered.
<u>POST 04/85</u>	:	<u>OPERATIONAL MANAGER (PRIMARY HEALTH CARE REF NO: NCDOH 43/2025 (X1 POST))</u>
<u>SALARY</u>	:	R656 964 per annum
<u>CENTRE</u>	:	Augrabies Clinic, ZF Mgcau District
<u>REQUIREMENTS</u>	:	Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Registration with the SANC as Professional Nurse. Post basic qualification with a duration of at least 1 year in Curative Skills in Primary Health Care accredited with the SANC. Experience: Grade 1: A minimum of 9 years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1-year post basic qualification in the relevant speciality.
<u>DUTIES</u>	:	Provision of quality comprehensive community health care, Provision of administrative services, Provision of educational services, Provision of clinical services, Usage of equipment and machinery, Research responsibility.
<u>ENQUIRIES</u>	:	Mr. F. van Neel Tel No: (054) 337 0600
<u>APPLICATIONS</u>	:	Applications must be e-mailed to nchealthhr-zfm@ncpg.gov.za or be hand delivered to 110 Schroder Street, ZF Mgcau District Office (Old Gordonia Hospital), Upington or couriered via postal services to 110 Schroder Street (Old Gordonia Hospital) Private Bag X5900, Upington, 8801. Applicants must complete an application register when an application is hand delivered.
<u>POST 04/86</u>	:	<u>LECTURER REF NO: NCDOH 44/2025 (X1 POST)</u>
<u>SALARY</u>	:	Grade1: R451 533 - R530 376 per annum Grade 2: R553 545 – R726 717 per annum
<u>CENTRE</u>	:	Henrietta Stockdale Nursing College
<u>REQUIREMENTS</u>	:	Basic R425 qualifications (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Registration with the SANC as Professional Nurse. Post basic qualification in Nursing Education registered with the SANC. Registration with the SANC in Nursing Administration. A Master's in Nursing will be an added advantage. Experience: Grade 1: A minimum of 4 years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 14 years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/ recognisable experience in Nursing Education after obtaining the 1- year post-basic qualification in Nursing Education.
<u>DUTIES</u>	:	Provide education and training to student nurses. Co-ordinate clinical learning exposure to students between college and clinical areas. Implement assessment strategies to determine learner's competencies. Exercise control over students. Support the mission and promote the image of the college
<u>ENQUIRIES</u>	:	Dr OR Appolus Tel No: (053) 831 3707
<u>APPLICATIONS</u>	:	Applications must be e-mailed to info.hsnrc@gmail.com or hand-delivered front reception of Henrietta Stockdale Nursing College at Corner Memorial Road and Du Toitspan, Belgravia Kimberley. Applicants must complete an application register when an application is hand-delivered.
<u>POST 04/87</u>	:	<u>OPTOMETRIST GRADE 1-3 REF NO: NCDOH 45/2025 (X1 POST)</u>
<u>SALARY</u>	:	Grade: 1 R376 524 per annum Grade 2: R439 755 per annum Grade 3: R514 785 per annum
<u>CENTRE</u>	:	ZF Mgcau District Office

<u>REQUIREMENTS</u>	:	Appropriate qualification that allows for the required registration with the HPCSA as an Optometrist. Registration with the HPCSA as an Optometrist. Experience: Grade 1: None after obtaining an appropriate qualification or prescribed in-service training that allows for the required registration with the Health Professional Council of South Africa (HPCSA). Grade 2: Minimum of 10 years' experience after registration with the Health Professional Council (HPCSA) in the relevant profession in respect of RSA qualified employees who performed Community Service as required in South Africa. Grade 3: Minimum of 20 years' experience after registration with the Health Professional Council (HPCSA) in the relevant profession in respect of RSA qualified employees who performed Community Service as required in South Africa.
<u>DUTIES</u>	:	To coordinate the implementation and monitoring of optometric eye care activities and services in the district, aimed at improving eye health and the elimination of avoidable visual impairment and blindness. Coordinate and monitor optometric care activities in the district, improve refractive error services in the district, promote eye health in the district. Improve the quality of refractive services in the district. Participate in district Awareness Campaign and in the Integrated School Health Programme according to scope of practice. Report monthly statistics. Participate in the procurement and issuing of spectacles / assistive optical devices. Examination, diagnosing and management of eye conditions as per Optometry scope of practices. Adherence to PMDS. Exercise safeguarding of all assistive optical devices, consumables and equipment's. Collaborate with stakeholders in eye care service delivery. Participate in the training of School health nurses and Primary Health Care nurses. Visit different Hospitals in the district to render Mass Refraction according to itinerary / District Eye Programme plan. Perform any other duties as delegated by the supervisor.
<u>ENQUIRIES</u>	:	Mr. F. van Neel Tel No: (054) 337 0600
<u>APPLICATIONS</u>	:	Applications must be e-mailed to nchealthhr-zfm@ncpg.gov.za or be hand delivered to 110 Schroder Street, ZF Mgcawu District Office (Old Gordonia Hospital), Upington or couriered via postal services to 110 Schroder Street (Old Gordonia Hospital) Private Bag X5900, Upington, 8801. Applicants must complete an application register when an application is hand delivered.
<u>POST 04/88</u>	:	<u>PROFESSIONAL NURSES (GENERAL NURSING) REF NO: NCDOH 46/2025 (X2 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R307 473 – R356 832 per annum Grade 2: R375 480 – R435 759 per annum Grade 3: R451 533 – R570 273 per annum
<u>CENTRE</u>	:	Marchand Clinic, Rietfontein CHC, ZF Mgcawu Health District
<u>REQUIREMENTS</u>	:	Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse, Registration with the SANC as Professional Nurse. Experience: Grade 1: None, Grade 2: A minimum of 10 years' experience appropriate /recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing, Grade 3: A minimum of 20 years' experience appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing Skills Profile: Good Communication skills, Report writing skills Facilitation skills, Co-ordination skills, Liaison skills, Networking skills, Problem solving skills, Information Management, Knowledge Management, Planning & Organising, Computer Literacy.
<u>DUTIES</u>	:	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 the laws and regulations relevant to nursing and health care, Maintain a constructive working relationship with nursing and other stakeholders, Utilize human, material and physical resources efficiently and effectively.
<u>ENQUIRIES</u>	:	Mr. F. van Neel Tel No: (054) 337 0600
<u>APPLICATIONS</u>	:	Applications must be e-mailed to nchealthhr-zfm@ncpg.gov.za , hand delivered at 52 Schroder Street, (Old Gordonia Hospital) ZF Mgcawu District Office, Upington. All applicants must complete an application register when an application is hand delivered
<u>POST 04/89</u>	:	<u>NURSING ASSISTANT (NURSING AUXILIARY) REF NO: NCDOH 47/2025 (X2 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R165 177 per annum Grade 2: R192 675 per annum Grade 3: R227 070 per annum
<u>CENTRE</u>	:	Kenhardt CHC, Louisevale Clinic, ZF Mgcawu District
<u>REQUIREMENTS</u>	:	Qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Nursing Assistant, Registration with the SANC as Nursing Assistant. Experience: Grade 1: None. Grade 2: A minimum of 10 years' experience after registration with the SANC as a nursing assistant, Grade 3: A minimum of 20 years of experience after registration with the SANC as Nursing Assistant.
<u>DUTIES</u>	:	Assist patients with activities of daily living (physical care), Provide elementary clinical nursing care, Maintain professional growth/ethical standards and self- development.
<u>ENQUIRIES</u>	:	Mr. F. van Neel Tel No: (054) 337 0600
<u>APPLICATIONS</u>	:	Applications must be e-mailed to nchealthhr-zfm@ncpg.gov.za or be hand delivered to 110 Schroder Street, ZF Mgcawu District Office (Old Gordonia Hospital), Upington or couriered via

postal services to 110 Schroder Street (Old Gordonia Hospital) Private Bag X5900, Uppington, 8801. Applicants must complete an application register when an application is hand delivered.