



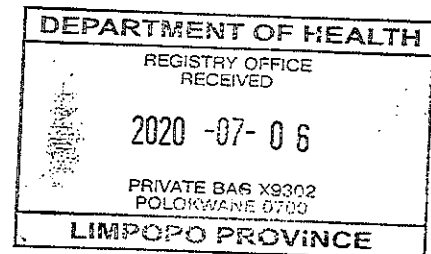
LIMPOPO

PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF HEALTH

REF: S4/1/1
ENQ: MASELESELE LM

TO: ALL GOVERNMENT DEPARTMENTS



DEPARTMENTAL CIRCULAR NO. 41 OF 2020

ADVERTISEMENT OF VACANT POSTS IN THE DEPARTMENT OF HEALTH

1. Applicants are hereby invited from suitably qualified candidates for the advertised vacant posts
2. Specialists appointed at Pietersburg or Mankweng may be stationed at either or both hospitals, and may be required to cover both hospitals during commuted overtime
3. Applications which include a fully completed Z83, and current registration with the relevant statutory body only should be emailed to: Healthvacancies@dhsd.limpopo.gov.za
4. Applicants should indicate the circular number as reference for all posts applied for.
5. Short listed applicants will be requested to come for an interview, at which time, certified copies of all relevant qualifications, registration with the relevant statutory body, and copy of ID and drivers license must be provided.
6. The Department reserves the right to not to fill the posts
7. The advert for Specialists/Sub-Specialists, Specialist Nurses, Medical Officers and Registrars will be open as long as the posts are not all filled for a period of 12 months
8. The closing date for the posts of Medical Secretary, Head of Clinical Department and Head of Clinical Unit is 24 July 2020

General enquiries about advertised posts should be directed to Ms Mpati MM/ Ms Matimatjati RL at 015 293 6126 and Ms Mampane NR at 015 293 6426 during office hours.


HEAD OF DEPARTMENT: HEALTH

06. 07. 2020
DATE

Private Bag X9302 Polokwane, 0700
18 College Street, Fidel Castro Ruz House, Polokwane 0700
Tel: 015 293 6000. Fax: 015 293 6211. Website: www.doh.limpopo.gov.za

The heartland of Southern Africa – Development is about people!

ANNEXURE A

POST 1: HEAD OF CLINICAL DEPARTMENT (SURGERY) = 1 POST

SALARY PACKAGE: R2 161 416 p.a. (All inclusive remuneration package)

Commuted Overtime in accordance with the provincial policy

CENTRE: Pietersburg / Mankweng Hospital

REQUIREMENTS:

A) QUALIFICATIONS AND COMPETENCIES

- An appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner and Medical Specialist in the relevant specialty.
- Current registration with the HPCSA as a Medical Practitioner and Medical Specialist: Independent Practice in the relevant specialty
- A minimum of 3 years of experience as a Medical Specialist or Medical Sub-specialist

B) KNOWLEDGE AND SKILLS

- Strong track record of clinical expertise, clinical governance, research, teaching and training at undergraduate and postgraduate levels in specialist discipline.
- Excellent team player, excellent managerial, interpersonal, leadership, administrative, communication, analytical and problem-solving skills.

KEY PERFORMANCE AREAS:

- Provide leadership and lead the Surgical disciplines in Limpopo Province, which includes the tertiary and regional hospitals and support for the district health services.
- Provide clinical governance and lead and supervise clinical service delivery to ensure an excellent accessible specialist clinical service at regional and tertiary level
- Be responsible for strategic planning, implementation and ensuring optimum utilization of fiscal and human resources.
- Advise senior management in the province of progress with services and resource requirements.
- Initiate, undertake and supervise relevant research in your discipline
- Develop and maintain a strong undergraduate and postgraduate teaching and training programme
- Coordinate surgical services in all regional and tertiary hospitals including outreach and in-reach programmes
- Build and develop the Department of General Surgery, ensuring good team spirit.
- Joint appointment with the University of Limpopo as a senior lecturer or as an associate professor / professor if the requirements of the University of Limpopo are met.



POST 2: HEAD OF CLINICAL UNIT = 10 POSTS

Salary Package: R1 728 807.00 p.a. (All-inclusive remuneration package)

No rural allowance for Pietersburg Hospital

Rural allowance of 18% of basic salary PSCBC will apply to Mankweng, Letaba, Tshilidzini, Mokopane

Rural allowance of 22% of basic salary ISRDS Nodes will apply to St Rita's and Philadelphia hospitals

Commuted overtime in accordance with the Provincial Commuted Overtime Policy

CENTRES: Pietersburg / Mankweng Hospitals: Internal medicine, Orthopaedics Surgery, General Surgery, Nuclear Medicine, Obstetrics and Gynaecology, Anaesthesiology, Diagnostic Radiology

Specialists appointed at Pietersburg or Mankweng may be stationed at either or both hospitals, and may be required to cover both hospitals during commuted overtime.

Letaba: Obstetrics and Gynaecology, Paediatrics and Child Health, Internal Medicine, Anaesthesiology

Tshilidzini: Obstetrics and Gynaecology, Internal medicine, Anaesthesiology, Orthopaedics

St Rita's / Philadelphia: Obstetrics and Gynaecology, Internal medicine, Anaesthesiology

Mokopane: General Surgery, Paediatrics and Child Health, Internal medicine, Anaesthesiology

REQUIREMENTS:

A) Qualifications and Competencies

- An appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner and Medical Specialist in a relevant specialty.
- Current registration with the HPCSA as a Medical Practitioner and Medical Specialist in a relevant specialty
- A minimum of 3 years as a Medical Specialist or Medical Sub-specialist

B) Knowledge and skills

- Sound clinical knowledge and skill in the required discipline
- Ability to work after hours
- Computer literacy
- Sound Medical Ethics
- Evidence of ability to effectively run training programmes for undergraduate medical students, postgraduate doctors as well as to support in-service training of health workers in your field.
- Experience in research and supervision of research projects
- Rational use of resources
- Leadership

KEY PERFORMANCE AREAS:

- Direct and render a comprehensive quality tertiary clinical service for patients in the province
- Coordinate clinical responsibilities with and supervise specialists, registrars, medical officers and interns in your discipline

- Plan and render outreach and support services to other levels of care in the drainage area
- Lead academic activities in undergraduate and postgraduate levels as required
- Provide continuing medical education programmes for doctors in the relevant discipline
- Develop clinical protocols, guidelines, and policies
- Lead clinical governance and quality improvement in your area of responsibility, including relevant guidelines and protocols, as well as clinical and mortality audits
- Assist with the strategic and operational planning of services in the catchment area of the hospital
- Commuted overtime is compulsory
- Joint appointment with the University of Limpopo as a senior lecturer or as an associate professor / professor if the requirements of the University of Limpopo are met.

POST 3: MEDICAL SPECIALIST / SUB-SPECIALIST POSTS DISCIPLINES = 21 POSTS

CENTERS: PIETERSBURG / MANKWENG* / **

- **Medical Specialists (Grade 1 – 3)** Anaesthesiology, Diagnostic Radiology, Emergency Medicine, General Surgery, Orthopaedic Surgery, Ophthalmology, Neurosurgery, Cardiothoracic Surgery, Plastic and reconstructive surgery, Urology, Internal Medicine, Obstetrics and Gynaecology, Paediatrics and Child Health, Radiation Oncology, Nuclear Medicine, Maxillo-facial surgery, Orthodontics, Periodontics,
- **Medical Sub-specialists (Grade 1 – 3)** Vascular surgery, Cardiology, Nephrology, Neurology, Rheumatology, Haematology, Paediatric Oncology, Paediatric Cardiology, Paediatric Nephrology, Paediatric Neurology, Paediatric Pulmonology, Neonatology, Gynaecology Oncology, Foetal and Maternal Medicine.

CENTRE: Thabamoo Hospital

- **Medical Specialists (Grade 1 – 3)** Psychiatry,
- **Medical Sub-Specialists (Grade 1 – 3)** Psychiatry sub-specialties including Forensic Psychiatry and Child and Adolescent Psychiatry

CENTRES: * Tshilidzini, Letaba, Mokopane, St Rita's, Philadelphia Hospital

Anaesthesiology, General Surgery, Orthopaedic Surgery, Internal Medicine, Obstetrics and Gynaecology, Paediatrics and Child Health, Diagnostic Radiology

** Specialists appointed at Pietersburg or Mankweng may be stationed at either or both hospitals, and may be required to cover both hospitals during commuted overtime.

SALARY PACKAGES: Specialist: Grade1: R1 106 040.00 p.a., Grade 2: R1 264 623.00 p.a., Grade 3: R1 467 651.00 p.a.

SALARY PACKAGES: Sub-Specialist: Grade 1: R1 283 601, Grade 2: R1 467 651, Grade 3: R1 604 781

- a. No rural allowance for Pietersburg hospital
- b. Rural allowance of 18% of basic salary PSBC will apply to the following hospitals; Mankweng, Thabamoo, Tshilidzini, Letaba, Mokopane,
- c. Rural allowance of 22% of basic salary PSBC will apply to the following hospitals; St Rita's, Philadelphia Hospital
- d. Commuted overtime in accordance with the Provincial Commuted Overtime Policy

REQUIREMENTS:

A) Qualifications and Competencies

- An appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner and Medical Specialist in a relevant specialty.
- Current registration with the HPCSA as a Medical Practitioner and Medical Specialist in a relevant specialty
- **Experience: Grade 1:** No experience after registration with the HPCSA as a Specialist, **Grade 2:** A minimum of 5 years appropriate experience as a Medical Specialist after registration with the HPCSA (or a recognized foreign health professional council in respect of foreign-qualified employee) in a normal specialty, **Grade 3:** A minimum of 10 years appropriate experience as a Medical Specialist after registration with the HPCSA (or a recognized foreign health professional council in respect of foreign-qualified employee) in a normal specialty

B) Knowledge and skills

- Sound clinical knowledge and skill in the required discipline
- Ability to work after hours
- Computer literacy, including collection and analysis of data
- Sound Medical Ethics
- Ability to conduct effective and efficient training and mentoring
- Rational use of resources

KEY PERFORMANCE AREAS:

- Render a comprehensive quality specialist clinical service to patients
- Coordinate clinical responsibilities with and supervise, instruct and train Medical interns, Medical Officers and registrars
- Effectively manage administrative functions
- Render outreach and support services to other levels of care in the catchment area
- Participate in academic activities in undergraduate and postgraduate levels as required
- Participate in continuing medical education, as required by the HPCSA
- Participate in formal training, mentoring and monitoring of health workers at other levels of care.
- Be responsible for clinical governance for your discipline and ensure effective mechanisms are put in place to ensure patient safety
- Participate in the Quality Improvement Programme of the Department and the hospital and ensure that policies and procedures are followed
- Ensure that clinical protocols are readily available
- Support the regional, district hospitals and clinics in ensuring the appropriate infrastructure, equipment, drugs and supplies are in place.
- Joint appointment with the University of Limpopo as a lecturer or as an associate professor if the requirements of the University of Limpopo are met.
- Commuted overtime is compulsory

POST 4: MEDICAL OFFICERS GRADE 2 - 3 = 5 POSTS

CENTERS: Pietersburg / Mankweng / Thabamooipo / Tshilidzini / Letaba /Mokopane / St Rita's, Philadelphia Hospitals

SALARY PACKAGES: Grade 2: R938 963.00 p.a., Grade 3: R1 089 693.00 p.a. (All inclusive remuneration package)

- No rural allowance for Pietersburg hospital
- Rural allowance of 18% of basic salary PSBC will apply to the following hospitals; Mankweng, Thabamooipo, Tshilidzini, Letaba, Mokopane,
- Rural allowance of 22% of basic salary PSBC will apply to the following hospitals; St Rita's, Philadelphia Hospital
- Commuted overtime in accordance with the Provincial Commuted Overtime Policy

REQUIREMENTS:

A) Qualifications and Competencies

- An appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner
- Current registration with the HPCSA as a Medical Practitioner
- A Fellowship with the College of Medicine of South Africa, and progress on research towards an MMED in the same discipline
- **Experience: Grade 2:** A minimum of 5 years appropriate experience as a Medical Practitioner after registration with the HPCSA (or a recognized foreign health professional council in respect of foreign-qualified employee), **Grade 3:** A minimum of 10 years appropriate experience as a Medical Practitioner after registration with the HPCSA (or a recognized foreign health professional council in respect of foreign-qualified employee)

B) Knowledge and skills

- Sound clinical knowledge and skill in the required discipline
- Ability to work after hours
- Computer Literacy, including collection and analysis of data
- Sound Medical Ethics
- Ability to conduct effective and efficient training and mentoring
- Rational use of resources

KEY PERFORMANCE AREAS:

- Render a comprehensive quality clinical service to patients in your specialty
- Coordinate clinical responsibilities with and supervise, instruct and train Medical interns, Medical Officers and registrars
- Effectively manage administrative functions
- Render outreach and support services to other levels of care in the catchment area
- Participate in academic activities in undergraduate and postgraduate levels as required
- Participate in continuing medical education, as required by the HPCSA
- Participate in formal training, mentoring and monitoring of health workers at other levels of care
- Be responsible for clinical governance for your discipline and ensure effective mechanisms are put in place to ensure patient safety

- Participate in the Quality Improvement Programme of the Department and the hospital and ensure that policies and procedures are followed
- Ensure that clinical protocols are readily available
- Support the regional, district hospitals and clinics in ensuring the appropriate infrastructure, equipment, drugs and supplies are in place.
- Commuted overtime is compulsory

POST 5: MEDICAL REGISTRAR (CONTRACT POSTS) = 16 POSTS

CENTRE: Pietersburg /Mankweng Academic Complex

Disciplines: General Surgery, Otorhinolaryngology, Internal Medicine, Obstetrics and Gynaecology, Paediatrics and Child Health, Radiation Oncology, Family Medicine, Public Health Medicine

Remuneration package: R 821 205 p.a. **(All inclusive remuneration package)**

Rural allowance of 18% of basic salary PSBC will apply when rotating at Mankweng, a regional or district hospital

Commuted overtime in accordance with the Provincial Commuted Overtime Policy

CENTRE: Letaba Hospital: Family Medicine

It will be expected of the successful candidate to participate in commuted overtime.

REQUIREMENTS: A) Qualifications and Competencies for all Registrars posts

- **Minimum Education Qualifications:** An appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner, independent practice.
- **Registration with the Health Professions Council:** Current registration with the HPCSA as a Medical Practitioner for Independent Practice
- **One of the following is a minimum requirement and the others will be an advantage**
 - a. 6 months post internship experience in a relevant discipline for the one in which you are applying
 - b. A postgraduate diploma in the discipline in which you are applying
 - c. Successful completion of the Part 1 Fellowship exam in the discipline in which you are applying
 - d. A current Advanced Life Support course applicable to the discipline in which you are applying, or an appropriate skills-based training course in the discipline in which you are applying.

A) Other:

- a. Registrars will be required to register as postgraduate students with the University of Limpopo according to the requirements of the discipline.
- b. All applicants must be South African citizens or permanent residents
- c. A valid driver's license



B) APPOINTMENT CONDITIONS AND ROTATION:

1. Registrars will be appointed at one of the teaching hospitals, which will be their pay point, but will be stationed according to the accredited rotation on the teaching platform.
2. Rotations may include a 3 – 6 month block at a facility in another district or province.
3. In certain disciplines that do not currently have full HPCSA training accreditation, candidates will be sent to an accredited facility in another province, to complete their training requirements. Candidates will be required to sign an agreement with the province to return at the completion of the time spent away, if this is 6 months or more.
4. Appointment as a registrar will be on contract. Employees in service who opt to continue with their pension benefits as a Registrar, will be required to resign after completion of their registrar contract.
5. Registration with the University of Limpopo is a requirement
6. Should registration with the University as a student be discontinued for any reason the appointment as a registrar also discontinues
7. Participation in commuted overtime is compulsory

C) Knowledge and Skills

- Appropriate experience and suitability to train in the relevant specialty
- Ability to manage patients independently and effectively
- Sound Medical Ethics
- Ability to learn, innovate and be prepared to work overtime
- Good interpersonal skills and knowledge and respect of the Patient's Rights Charter and Batho Pele principles
- An interest in conducting research
- Computer literacy, including collection and analysis of data
- Ability to conduct effective and efficient training

KEY PERFORMANCE AREAS:

- Responsible for care of patients in designated levels and sites e.g wards, outpatients, emergency units intensive care, theatre and outreach sites
- Appropriate recording and monitoring and attendance at ward rounds and tutorials
- Participation in departmental academic meetings and teaching programmes
- Teaching and supervision of undergraduate students and medical officers and interns
- Provision of after-hours services
- Participate in clinical and mortality audit, risk management
- Participate in academic activities in undergraduate and postgraduate levels as required
- Participate in continuing medical education, as required by the HPCSA
- Ensure that clinical protocols are followed for the clinical area in which you work
- Commuted overtime is compulsory

POST 6: PROFESSIONAL NURSE [SPECIALTY] [PN-B1] GRADE 1 - 2 = 27 POSTS

DISCIPLINES: CRITICAL CARE (ICU), CRITICAL CARE (TRAUMA), ADVANCED MIDWIFERY AND NEONATAL NURSING SCIENCE, THEATRE TECHNOLOGY, OPHTHALMOLOGY, NEONATAL ICU, ADVANCED PSYCHIATRY, PAEDIATRIC / CHILD NURSING, ONCOLOGY, NEPHROLOGY NURSING SCIENCE

CENTRES: Pietersburg / Mankweng Hospital

Commencing salary notch: Grade 1: R383 226 p.a. Grade 2: R471 333 p.a.

Rural allowance of 8% of basic salary PSCBC (Applicable to Mankweng Hospital only)

REQUIREMENTS:

A) Qualification and competencies

- Basic R425 qualification i.e. diploma/degree in nursing or equivalent qualification that allows registration with the South African Nursing Council as a professional nurse.
- A post-basic nursing qualification in one of the above specialty nursing areas with duration of at least 1 year, accredited with the SANC in one of the specialties referred to, with the exception of Neonatal ICU nursing
- Current registration with the South African Nursing Council as a Professional Nurse.
- **Grade 1:** A minimum of 4 years appropriate / recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing.
- **Grade 2:** A minimum of 14 years appropriate / recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing, 10 years of which should be appropriate experience in the specific specialty after obtaining the 1-year post-basic qualification in the relevant specialty.

B) Knowledge and Skills:

- Knowledge and skill in nursing care processes and procedures in the relevant specialty areas
- Good communication, Report writing, Facilitation, Liaison, Networking and Problem solving skills
- Information management.
- Computer literacy.

KEY PERFORMANCE AREAS:

- Provide direction and supervision for the implementation of the Nursing plan (clinical practise/quality patient care)
- Practice nursing and health care in accordance with the standards, quality indicators and the laws and regulations relevant to nursing and health care.
- Work with the multi-disciplinary clinical team, in all aspects of clinical care
- Utilize human, material and physical resources efficiently and effectively.

POST 7: MEDICAL SECRETARY = 2 POSTS

Commencing Salary Notch: R208 584 p.a.

CENTRES: Pietersburg / Mankweng Hospital

REQUIREMENTS:

A) Qualification and competencies

- A minimum of Grade 12 certificate

- Any qualification at NQF level 6 will be an added advantage.
- Administrative knowledge and experience as a secretary or clerk
- Valid Driver's License

B) Knowledge and Skills

- Knowledge and understanding of PFMA, PPPFA and other relevant legislation.
- Sound verbal and written communication skills.
- Knowledge and experience in working with the NTSG and HPTDG
- Good record keeping.
- Ability to work under pressure, write reports and be able to meet deadlines.
- Ability to handle tasks of multi-disciplinary nature.
- Ability to handle information in a confidential manner.
- Computer literacy (i.e. MS Office, Word, Excel, PowerPoint).
- Proven ability to be innovative and creative.
- Professional attitude.
- Good telephone etiquette and interpersonal skills to deal with the public and staff members

KEY PERFORMANCE AREAS:

- Provide comprehensive administrative/ clerical support functions to the Head of Clinical Department / Clinical Executive Director assigned to.
- Support the clinical staff with general administrative duties.
- Supports the tertiary services functioning including data on clinical staff and services and the NTSG and HPTDG
- Compile reports for various Clinical Departments, Head of Departments, Head of Clinical Unit, and Senior Doctors
- Relay information between personnel in the Clinical Department.
- Transcribe spoken or written information and maintain medical records.