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## WE HAVE EXCITING CAREER OPPORTUNITIES FOR:

- **Enrolled Nurse:** Health: District Health Systems: Short Term Contract
- **Enrolled Nursing Assistant:** Health: District Health Systems: Short Term Contract
- **Professional Nurse:** Health: District Health Systems: Short Term Contract

APPLY: [https://www.joburg.org.za/work\\_/Pages/Work%20in%20Joburg/Vacancies/Vacancies.aspx](https://www.joburg.org.za/work_/Pages/Work%20in%20Joburg/Vacancies/Vacancies.aspx)

- Interested applicants are invited to apply for the positions listed in the circular.
- Complete online job application form and attach all relevant documents (Certified Qualification/s, ID, and CV).
- You will be requested to provide a brief description of your work experience relating to the vacancy.
- Applicants with membership to professional bodies need to provide membership number and expiry date
- If you are an internal applicant, your employee number will be required.
- The City of Johannesburg reserves the right not to make an appointment.
- Appointments will be made in accordance with the COJ Employment Equity policy and People with disabilities are encouraged to apply.
- The City of Johannesburg is an equal opportunity employer.

**Applicants are respectfully informed that, if no notification of appointment/response is received within six (6) weeks of the closing date, they must accept that their application was unsuccessful. By submitting your application for a position at the City of Johannesburg, you are consenting that the personal information submitted as part of your application may be used for the purposes of the Recruitment and Selection and related process. Only shortlisted applicants will be contacted.**



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## ENROLLED NURSE SHORT-TERM CONTRACT

The City of Johannesburg (CoJ), Health Department has the following short term contract opportunities for a period NOT exceeding six (6) months.

**THESE POSITIONS ARE AIMED AT RE-ENFORCEMENT OF STAFFING LEVELS IN PREPARATION FOR EXPANSION OF SHIFT WORK IN PHC FACILITIES, THE MANAGEMENT OF COVID PANDMIC AND THE ACTIVATION OF VACINATION SITES IN THE CLINCS AND OUTSIDE OF CLINICS**

- |                              |                             |
|------------------------------|-----------------------------|
| 1. <b><u>DEPARTMENT:</u></b> | Health                      |
| <b><u>BRANCH:</u></b>        | District Health Systems     |
| <b><u>DESIGNATION:</u></b>   | Enrolled Nurse              |
| <b><u>REMUNERATION:</u></b>  | R15 660.30 pm (no benefits) |
| <b><u>LOCATION:</u></b>      | Region A - G                |

### **MINIMUM REQUIREMENTS:**

- Grade 12/NQF level 4;
- 2 years enrolled nurses' certificate;
- 2 years' experience after training, provision of comprehensive primary health care services, be licensed to perform relevant nursing duties according to the scope of practice;
- SANC registration;
- Knowledge of relevant standards as well as statutory and regulatory framework within the Nursing Act; and
- Computer literacy, SAP administration; Project management, communication (verbal and written); coordinating and interpersonal skills required.

**PRIMARY FUNCTION:** Applies procedural nursing sequences in the management of comprehensive primary health care services and participates in community focused awareness initiatives, providing support, information distribution and demonstrations to ensure that the health objectives in terms of all relevant national policies and standard guidelines are met.

### **KEY PERFORMANCE AREAS:**

- Perform support functions to professional staff/clinicians in respect of specific applications associated with the provision of treatments for communicable and non-communicable diseases.
- Participate in the delivery of awareness and educational programme on clinical approaches to safe and healthy living to the community, assist in the design and participate in health awareness campaigns at clinic level and in the community to ensure improved maintained and sustained health lifestyle and living conditions.
- Initiate and perform certain administrative functions.



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**LEADING COMPETENCIES:**

- Teamwork & Accountability.

**CORE COMPETENCIES:**

- Solution based approach to problem solving.
- Communication (verbal and written);
- Planning,
- Implementation and Management on variety of project.

All suitably qualified candidates are encouraged to apply and will be considered. The City of Johannesburg applies the principles of employment equity as per National legislation and policy guidelines and will give consideration to designated groups in line with these requirements.

**PLEASE TAKE NOTE THAT APPLICATIONS SENT DIRECTLY AND NOT ONLINE VIA OUR WEBSITE WILL NOT BE TAKEN INTO CONSIDERATION.**

**ENQUIRIES ONLY:**

**Contact People:**

Samuel Ndou: (011) 407 7062

Piet Venter: (011) 407 6396

Thabang Mushwana: (011) 407 7436

**PLEASE APPLY USING THE FOLLOWING LINK BELOW, ONLY ONLINE APPLICATIONS WILL BE ACCEPTED:**

Region A - <https://share.hsforms.com/11CDWhUbtRsGSnJeMvSNZVg469tl>

Region B - <https://share.hsforms.com/1HcJZ3W3bSyqTumUeOqHFWA469tl>

Region C - <https://share.hsforms.com/1CCGWddonTjim2jVy3STog469tl>

Region D - <https://share.hsforms.com/1oaCbL93aQ-C1Affxj2EDVw469tl>

Region E - <https://share.hsforms.com/1Ygdh4YLIQK2P1SRgrXAWFA469tl>

Region F - [https://share.hsforms.com/1ou\\_Z705vTAm8UF8iJ0sc7A469tl](https://share.hsforms.com/1ou_Z705vTAm8UF8iJ0sc7A469tl)

Region G - <https://share.hsforms.com/1RPpreBRoSRI-4azby4wccQ469tl>

**APPLY ONLINE VIA: [www.joburg.org.za](http://www.joburg.org.za)**

**CLOSING DATE: TUESDAY, 26 APRIL 2022**



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## ENROLLED NURSE ASSISTANT SHORT-TERM CONTRACT

<b>2. DEPARTMENT:</b>	Health
<b>BRANCH:</b>	District Health Systems
<b>DESIGNATION:</b>	Enrolled Nurse Assistant
<b>REMUNERATION:</b>	R12 889.14 pm (no benefits)
<b>LOCATION:</b>	Region A - G

### **MINIMUM REQUIREMENTS:**

- Grade 12/NQF level 4 plus Enrolled Nursing Assistant certificate (NQF level 5);
- 1 year post training as an Enrolled Nursing Assistant;
- SANC registration; and
- Computer literacy, SAP administration; Project management, communication (verbal and written); coordinating and interpersonal skills required.

**PRIMARY FUNCTION:** Apply procedural nursing sequences in the management of comprehensive primary health care services and participates in community focused awareness initiatives, providing support, information distribution and demonstrations to ensure that the health objectives in terms of all relevant national policies and standard guidelines are met.

### **KEY PERFORMANCE AREAS:**

- Communicate with patients at the clinics and accessing case files and records / or referring emergency client/Situations to professional personnel.
- Provide basic total nursing care to clients, patients and families within the ambit of her /his prescribed scope of practice an ethical and legal framework.
- Contribute to effective data recording and control.
- Participate in the delivery of awareness and educational programmes on clinical approaches to safe and healthy living to the community.
- Conduct specific administrative processes and procedures Render leave management administrative support to Employee Development Unit.

### **LEADING COMPETENCIES:**

- Work independently; work under pressure; Project management; Accountability.

### **CORE COMPETENCIES:**

- Must form part of multidisciplinary team.
- Computer literacy (Microsoft Word and Excel),
- Good Communication, coordinating, problem solving skills required,
- Batho Pele Principles.



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Piet Venter: (011) 407 6396

Thabang Mushwana: (011) 407 7436

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Region A - <https://share.hsforms.com/1KIR5wWDhRe-wOs2aV9xiA469tl>

Region B - <https://share.hsforms.com/1Rz6kUJoMQwCPnAmVrqJLKA469tl>

Region C - <https://share.hsforms.com/1tN6D8P2tROqbnuimXHJnqQ469tl>

Region D - [https://share.hsforms.com/1Mp2y7Pc\\_QBSJi2SIrDgbhw469tl](https://share.hsforms.com/1Mp2y7Pc_QBSJi2SIrDgbhw469tl)

Region E - <https://share.hsforms.com/15E84qXh9Qge96A2B-W0iGQ469tl>

Region F - <https://share.hsforms.com/1S7CjHePmSoa0PuaBOOppUA469tl>

Region G - <https://share.hsforms.com/1MniNSXL4RB2PU40naxHvfQ469tl>

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## PROFESSIONAL NURSE SHORT-TERM CONTRACT

<b>3. DEPARTMENT:</b>	Health
<b>BRANCH:</b>	District Health Systems
<b>DESIGNATION:</b>	Professional Nurse
<b>REMUNERATION:</b>	R28 840.06 pm (no benefits)
<b>LOCATION:</b>	Region A - G

### **MINIMUM REQUIREMENTS:**

- Matric certificate (NQF level 4);
- Diploma/Degree in General Nursing, Midwifery and Community Health Services - (NQF level 7);
- Diploma in Clinical Assessment Treatment and Care Mental Health will be an added advantage.
- Diploma in Midwifery will be an added advantage;
- 3 years' post basic experience;
- SANC registration; and
- Computer literacy.

**PRIMARY FUNCTION:** Applies procedural nursing sequences with regards to the diagnosis, treatment, monitoring, evaluation and control of communicable diseases and participates in community focused awareness initiatives and personal development inter interventions through the dissemination of advice and information on health issues and associated treatment applications in order to ensure that objectives related to affordable and cost-effective health care are realized.

### **KEY PERFORMANCE AREAS:**

- Render a comprehensive and integrated Primary Health Care Services by assessing diagnosing treating and/or referring which includes all elements and principles of the national Core Package and the National Priority Programmes.
- Actively participate in the identification, design and delivery of health awareness campaigns at clinic and community level.
- Conduct specific administrative processes and procedures. Implement the activities and procedures in relation to the rendering of comprehensive health care services at Primary Health Care Facility level and in accordance with the MFMA and other relevant legal framework.
- Initiate, facilitate and maintain community and intersectoral collaboration at clinic/regional level.

### **LEADING COMPETENCIES:**

- Work independently;
- Work under pressure;
- Accountability.



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### **CORE COMPETENCIES:**

- Must form part of multidisciplinary team.
- Good Interpersonal and communication skills.

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Thabang Mushwana: (011) 407 7436

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Region A - [https://share.hsforms.com/13p078FttOr2g\\_PQPcickYg469tl](https://share.hsforms.com/13p078FttOr2g_PQPcickYg469tl)

Region B - <https://share.hsforms.com/1larnErxeRjmDn1JAgt5LIQ469tl>

Region C - <https://share.hsforms.com/1XkOjVmpQS7ivOMfDPwrxvg469tl>

Region D - <https://share.hsforms.com/1Uzje-k0IRqO7M2ZFjULmxA469tl>

Region E - <https://share.hsforms.com/1kkVSQbQ9Rb6TPUWyz79kKQ469tl>

Region F - <https://share.hsforms.com/1zUJnENw9RXGU1PLMPjFgXw469tl>

Region G - <https://share.hsforms.com/1aNtyxHLiS86eC65dRKu2dA469tl>

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