VACANCIES IN THE DEPARTMENT OF HEALTH

CIRCULAR MINUTE

The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment without delay, including those in all Regional / District offices. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply.

DIRECTIONS TO CANDIDATES:

1. The following documents must be submitted:
   (a) Application for Employment Form (form Z83), which is obtainable at any Government Department or from the website – www.kznhealth.gov.za
   (b) Certified copies of educational qualifications – not copies of certified copies.
   (c) Curriculum Vitae.
   (d) Certified copy of Identity Document.
   (e) Certified copy of Driving licence (Code B).
2. The reference number must be indicated in the column provided on the Z83.

NB: Failure to comply with the above instructions will disqualify applicants.
3. This Department is an equal opportunity, affirmative action employer whose aim is to promote representivity in all categories in the department.
4. The appointment is subject to the positive outcome obtained from the NIA to the following checks: (security checks, Credit records, qualification, citizenship and previous experience verifications).
5. Please note that due to the large number of applications received, applications will not be acknowledged, however, please be informed that if no notification of appointment is made within three months of the closing date applicants should accept that their application was unsuccessful.
6. All employees in the Public Service that are presently on the same salary level but on a notch / package above the minimum as that of the advertised post are free to apply.
7. Please note that due to financial constraints no S & T and resettlements, claims will not be considered for payment to candidates that are invited for the interview.

CLOSING DATE FOR APPLICATIONS IS: 08 MAY 2020

Applications should be forwarded to: The Chief Executive Officer
GJ Crookes Hospital,
Private Bag X5501
Scottburgh, 4180
Attention: Mr JL Majola

CHIEF EXECUTIVE OFFICER

Fighting Disease, Fighting Poverty, Giving Hope
ADVERTISEMENT OF POST

Post: Ultrasound Radiographer
Centre: GJ Crookes Hospital
Reference No: GJC 07/2020
Salary:
- R395 703.00 p/a. (Gr.I)
- R466 119.00 p/a. (Gr.2)
- R549 066.00 p/a. (Gr.3)
Other Benefits: 13th cheque, 17% rural allowance, Home owners allowance (employee Must meet prescribed requirements), Medical Aid (Optional)

MINIMUM REQUIREMENTS
Senior certificate/grade12
An appropriate National Diploma/Degree in Ultrasound
Proof of current registration with HPCSA as an ultra-sonographer

GRADE I
No experience after registration with the Health Profession Council of South Africa (HPCSA) an ultra-sonographer in respect of RSA qualified employee who performed Community Service as required in South Africa.
Requires 1 year relevant experience after registration with HPCSA in relevant profession in respect of foreign qualified.

GRADE II
Minimum 10 years relevant experience after registration with HPCSA in the relevant profession in the respect of RSA qualified employees who performed community service.
11 years relevant experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees.
Attach proof of experience certified by Human Resources Manager

GRADE III
Minimum of 20 years relevant experience after registration with HPCSA in the relevant profession in respect of RSA qualified employees who performed community service.
21 years relevant experience after registration as a Sonographer with a recognized 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.
Attach proof of experience certified by Human Resources Manager.

KNOWLEDGE, SKILLS AND COMPETENCIES
- Sound knowledge of obstetrics and Gynecology ultrasound.
- Sound knowledge of general ultrasound scans.
- Sound report writing and administrative skills.
- Computer literacy.
- Knowledge of relevant health and safety policies, regulations and Acts.
- Able to work autonomously.
- Good interpersonal relations and ability to perform with a team.

KEY RESPONSIBILITIES
- Provide high quality diagnostic radiography services according to patient's needs.
- Execute all ultrasound procedures competency to prevent complications.
- Perform general administrative duties as required.
- Promote Batho Pele in execution of all duties for effective service delivery.
- Inspect and utilize equipment professionally to ensure that they comply with the safety regulation.

• KINDLY RETURN ALL DOCUMENTATION WHEN REPLYING
• Give factual information to patients and clients on ultrasound.
• Promote good health practices and ensure optimal patient care.
• Compile report and memos as required in the working environment.
• Participate in the ultrasound quality improvement programs and compliance with National Core Standards.
• Participate in developing protocols to ensure that sonographic services comply with the require prescripts.
• Assist with ultrasound patient booking.
• Perform other duties as per delegation by radiography management.

ENQUIRIES: MR TJ MAJOKA

TEL. NO: 039 – 978 7000