



Date: 16 September 2024

TO HEADS OF ALL INSTITUTIONS

VACANCIES IN THE DEPARTMENT OF HEALTH

The contents of the Circular Minute must be brought to the notice of all eligible officers and employees on your establishment without delay. Also notify all candidates who qualify for the posts in this circular minute even if they are absent from their place of work.

DIRECTIONS TO CANDIDATES

1. **Only the following documents must be submitted:**
 - (a) **A detailed CV and a New (Z83) form, fully completed, initialed and signed, obtainable from any Public Service Departments, failing which your application will not be considered.**
 - (b) **Certified copies of ID, highest educational qualifications and other relevant documents will be requested for submission only from shortlisted candidates.**
2. **The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2024**

NB: Failure to comply with the above instructions will disqualify the applicants.

3. Applications are respectfully informed that, if no notification of Appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Correspondence will be limited to shortlisted candidates only.
4. It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on application. Failure to comply will result in the application not being considered.
5. The appointment is subject to the positive outcomes obtained from the following checks: Security Clearance, Qualifications (SAQA), Citizenship and Previous Experience Verification.
6. All employees in the Public Service that are presently on the same salary level but on a notch/package above the minimum that of the advertised post are free to apply.
7. (This institution is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of the Department.) **People with disability should feel free to apply.**
8. **Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for interview.**

CLOSING DATE FOR ALL APPLICATIONS: 18 October 2024

Applications should be posted to: The Recruitment Officer **OR** Hand deliver to: HR Office No. 3
Madadeni Hospital Madadeni Hospital
Private Bag x 6642 F0001Section 6
Newcastle Madadeni
2940 2951

Original signed by CEO

THE CHIEF EXECUTIVE OFFICER
MRS H.S.L KHANYI

POST : **MEDICAL SPECIALIST (GRADE1-3) (INTERNAL MEDICINE)**
NO. OF POSTS : **01**
CENTRE : **MADADENI HOSPITAL**
REFERENCE : **MAD 10/2024**

SALARY (all-inclusive packages)

Medical Specialist Grade 1 :R1 271 901.00 – R1 348 638.00 per annum
Medical Specialist Grade 2 :R1 451 214.00 – R1 538 967.00 per annum
Medical Specialist Grade 3 :R1 680 780.00 – R2 097 327.00 per annum

OTHER BENEFITS

- The all-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules, 18% inhospitable of basic salary plus fixed commuted overtime.

MINIMUM REQUIREMENTS POST

- MBChB degree or equivalent qualification PLUS
- Proof of current registration with HPCSA (2024 Receipt)
- Certificate of current registration with the HPCSA as a Medical specialist in Internal Medicine.
- Certificate of Service (Proof of Work Experience) from previous and current employer endorsed and stamped by HR must be attached.

EXPERIENCE

Medical Officer Grade 1: No experience required from South African qualified employees.
One (1) year relevant experience after registration as a Medical Practitioner 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.

Medical Officer Grade 2 Five(5) years' relevant experience as Medical Officer after registration with the HPCSA as a Medical Practitioner.
Six (6)years' relevant experience after registration as a Medical Practitioner 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.

Medical Officer Grade 3 Ten (10) years' relevant experience as Medical Officer after registration with the HPCSA as a Medical Practitioner.
Eleven (11) years' relevant experience after registration as a Medical Practitioner 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.

KNOWLEDGE, SKILLS AND COMPETENCIES

- Sound clinical knowledge and expertise
- Good interpersonal, managerial and supervisory skills
- Sound knowledge of clinical procedures and protocols within the discipline.
- Knowledge of the current Health and Public Service Legislature.
- Ability to innovate

KEY PERFORMANCE AREAS (KRAs)

- To execute duties and functions with proficiency, to support the aims and objectives of the institution that is consistent with the standards of patient care
- Accept responsibility for the management of patients admitted to the department
- Assist in the preparation and implementation of guidelines and protocols
- Participate in academic and training programmes
- Sound clinical knowledge with regards to medicine
- Ability to deal with all medical emergencies
- Ability to deal with all medical practice
- Assist with clinical audits
- Provide support to the Head Department in ensuring an efficient standard of patient care and services is maintained

ENQUIRIES: Dr. X.F Nene _____

CONTACT NO.: 034 328 8007

Closing Date: 18 October 2024