



VACANCY: JOINT MEDICAL HOLDINGS

DIVISION:	CITY HOSPITAL - GYNAECOLOGY AND LABOUR WARD
JOB TITLE:	UNIT MANAGER

PURPOSE OF POSITION

The incumbent will be responsible for overseeing all aspects of Operations and Management within Gynaecology and Labour ward, from supervising nursing staff to monitoring patient care.

KEY PERFORMANCE AREAS

- Ensure all midwifery / nursing staff in the team practice safely, are competent and work within their scope of practice.
- Ability to plan strategically and financially.
- Ability to teach and supervise staff in the unit.
- Assume the role of Nurse Educator with Students.
- Ability to coordinate patient care, ward management and leadership of the professions of midwifery and nursing to ensure the delivery of high-quality patient care and efficient use of resources. Must be capable of overseeing routine antenatal, intrapartum care and postnatal care for normal pregnancy including risk assessment, recognition of complications and initiation of appropriate action following SASOG Guidelines.
- Overseeing the Coordination of individualized care from point of first contact throughout the episode of care, incorporating discharge planning in the plan of care.
- To ensure the unit is run to the highest standards at all times.
- Ability to plan, organise, control, lead and direct the team to achieve the company goals.
- Ability to understand and follow policies, procedures and protocols.
- Have good leadership and problem-solving skills.
- Good Interaction skills with doctors, patients and colleagues essential.
- Ability to handle all conflict situations in the Unit.
- Ability to uphold legislation required to DOH, OHSC/ SANC/DOL.
- Equipment maintenance and motivations.
- Recruitment of nursing personnel with the NSM.
- Ability to lead and supervise staff.
- Competent with the Hospital Regulations and Policy.

COMPETENCIES (The following will be advantageous)

<p>MINIMUM REQUIREMENTS (Educational Qualifications & Experience)</p>	<ul style="list-style-type: none"> • Approximately five (5) years' experience as a Registered Midwife, deputising for the Unit Manager. • Must have Advanced Midwifery OR Midwifery. • Diploma in Nursing Administration is essential. • The ideal person will have willingness to assume job ownership, work independently and apply principles of continuous improvement. • Computer literacy – MS Word & Excel
<p>SKILLS (Practical & Technical)</p>	<ul style="list-style-type: none"> • Must possess excellent inter-personal skill
<p>BEHAVIOURAL ATTRIBUTES (Personality Characteristics)</p>	<ul style="list-style-type: none"> • Professionalism and initiative • Well-spoken and respectful • Must be able to adhere to all company rules and policies.
<p>JMH VALUES (Commitment)</p>	<ul style="list-style-type: none"> • We respect the dignity of an individual. • We are committed to giving our doctors top quality service. • We are committed to building an atmosphere of trust, and to train and develop our staff to their fullest potential. • We are committed to providing our shareholders with a fair rate of return on their investment. • We will act in a responsible manner towards our physical and social environment.

CV's together with supporting documents should be submitted to: recruitment@jmh.co.za

NB: Only short listed candidates will be contacted.

POPIA CLAUSE – HR ADVERTS

Your information is collected and processed in accordance with the Protection of Personal Information Act No 4 of 2013 (POPIA).

By applying to this advert, you consent to JMH (Pty) Ltd collecting and processing your personal information for the purpose of determining your eligibility for the advertised position.

If unsuccessful, your personal information is securely destroyed and is not retained by the company.

Finders Fee Apply

Closing date for applications is 13 May 2024

**Yours faithfully
Jenny Bux
Group HR Manager**