



# ISIPINGO HOSPITAL

## VACANCY: JOINT MEDICAL HOLDINGS

<b>DIVISION:</b>	<b>Surgical Ward</b>
<b>VACANCY:</b>	<b>Unit Manager</b>

### PURPOSE OF POSITION

Understands and supports the mission, vision and values of the organisation. Promote the health, welfare, and safety of all patients in the organisation.

### KEY PERFORMANCE AREAS

- Proven leadership and people management.
- Basic understanding of labour legislation.
- Computer literacy.
- Understanding of legislation and regulations relating to healthcare industry and Nursing profession (e.g. Nursing Act).
- Understanding of DOH requirements as it relates to private hospitals and Nursing.
- Understanding of resourcing models within broader healthcare industry.
- Conflict Management- Problem solving- Networking / liaison
- Teamwork- Developing People
- Participative Leadership
- Assertiveness
- Drive- Makes a strong, positive impression; is a self-starter and originator; maintains high levels of activity and produces a high-level, high-quality output.
- Ethical Behaviour/Honesty/Transparency- The motivation and orientation to act in an ethical, transparent, and morally defensible manner.
- Excellence orientation - The motivation to ensure the highest standards of quality and productivity are consistently maintained (linked also to detail consciousness / accuracy / neatness).
- Objectivity-
- Resilience / Perseverance / Stress Management
- Financial acumen

### COMPETENCIES (The following will be advantageous)

<b>MINIMUM REQUIREMENTS</b> (Educational Qualifications & Experience)	<ul style="list-style-type: none"> <li>• A relevant Nursing qualification (Diploma in General Nursing/ BCUR Degree) or equivalent NQF 7 qualification.</li> <li>• Registration with the South African Nursing Council as a Registered Nurse essential.</li> <li>• Compliance with the SANC code for a Registered Nurse and all applicable health care legislations.</li> <li>• A relevant management qualification advantageous</li> <li>• Minimum 2 -5 years' experience in a hospital setting</li> <li>• 2 years proven leadership and management experience in private healthcare.</li> <li>• Diploma in Nursing Administration would be advantageous.</li> <li>• The ideal person will have willingness to assume job ownership, work independently and apply principles of continuous improvement.</li> <li>• Computer literacy – MS Word &amp; Excel</li> </ul>
<b>SKILLS</b> (Practical & Technical)	<ul style="list-style-type: none"> <li>• Good interpersonal skills with doctors, patients and colleagues</li> <li>• Must have excellent telephone skills.</li> <li>• Must possess excellent inter-personal skills.</li> <li>• Must be able to work independently under minimum supervision.</li> </ul>

<p><b>BEHAVIOURAL ATTRIBUTES</b> (Personality Characteristics)</p>	<ul style="list-style-type: none"> <li>• Professionalism and initiative</li> <li>• Well-spoken and respectful</li> <li>• Must be able to adhere to all company rules and policies.</li> </ul>
<p><b>JMH VALUES</b> (Commitment)</p>	<ul style="list-style-type: none"> <li>• We respect the dignity of an individual.</li> <li>• We are committed to giving our doctors top quality service.</li> <li>• We are committed to building an atmosphere of trust, and to train and develop our staff to their fullest potential.</li> <li>• We are committed to providing our shareholders with a fair rate of return on their investment.</li> <li>• We will act in a responsible manner towards our physical and social environment.</li> </ul>

CV's together with supporting documents should be submitted to: [jsirecruit@jmh.co.za](mailto:jsirecruit@jmh.co.za)

**NB: POPIA CLAUSE**

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.

**Closing date for applications is 11 April 2022**

**Yours faithfully**

**Jenny Bux Group HR Manager**