

VACANCY ADVERTISEMENT

Vacancy Information Download

Reference Number:	KZNPNG/20230904/956
Advert Reference Number:	DANCHC 18/2023
Job Title:	Pharmacy Supervisor (Grade 1)
Job Level:	11
Vacancy Type:	External
Salary:	R906 540.00
Department:	KZN HEALTH
Component:	DANNHAUSER CHC
Employment Type:	Permanent
Center:	Dannhauser
Number Of Posts:	1

Duties/Responsibilities:

.Provide accurate, efficient, comprehensive and cost-effective Pharmaceutical Services in line with the National, Provincial and District strategies and priorities.

.Assist with the formulation and implementation of Standard Operating Procedures for Pharmaceutical services and ensure they are in line with current statutory regulations and policy guidelines.

.Provide leadership management and support to all staff under his/her supervision.

.Ensure rational user and management of all resources i.e. Medicines and Assets.

.Provide and supervise training programmes (Pharmacist Intern and Pharmacy Support personnel).

.Assist in co-ordination of activities of essential Medicines Programmes including Pharmacy and Therapeutically committee and other hospital committees.

.Conduct service assessment and implement quality improvement plans.

.Liaise with other stakeholders within and outside the department of health such as other hospital management teams, Health District Office on Pharmaceutical and Management issues.

.Maintain discipline and deal with grievances and Labour Relations issues in terms of the laid down procedures and policies.

.Provide pharmaceutical advice to patients and health professionals.

.Assist in compilation of monthly financial and other reports as required by Pharmacy Manager, and or District Pharmacy Manager.

.Ensure compliance with policies and procedures relating to effective procurement, storage control and distribution of pharmaceuticals.

.Act in a supervisory role for pharmacist, interns and pharmacist assistants and deputies for Pharmacy Manager as deemed necessary.

.Ensure patient safety incidents are reported on time, and are minimized.

.Ensure compliance with the OHSC norms and standards, and ideal Clinic or Hospital.

.Provide necessary orientation, training and EPMDS assessment of all staff in the Pharmacy component.

.Display sound understanding of relevant legislation, Acts, Policies and Procedures pertaining to Pharmacy including Essential Drug List (EDL) and Standard Treatment Guidelines (SGT)

.Assist in co-ordination of activities of essential Medicines Programmes and be part of an interactive multi-disciplinary team including Pharmacy and Therapeutics Committee (PTC).

.Provide pharmaceutical services in PHC clinics attached to Dannhauser CHC

Qualifications and Experience:

.Grade 12(Senior Certificate) or equivalent qualification.

.Degree/Diploma in Pharmacy that lead to registration with Pharmacy Council as Pharmacist.

.Current registration with South African Pharmacy Council as Pharmacist (2023).

.Three (3) years' experience after registration with SAPC as Pharmacist.

Essential Knowledge, Skills and Competencies Required:

.Knowledge of Acts, current Health and Public Service Legislation, regulations and policies and ability to comply with applicable legislations.

.Understanding and knowledge of policies and procedures including Good Pharmacy Practice, National Drug Policy, Essential Drug Policy, Essential Drug List and Standard Treatment Guidelines.

.Excellent communication skills both written and verbal. Computer skills, project and time management skills.

.Sound planning and organising and administrative skills.

.Ability to be part of a Multi-Disciplinary Team.

.Commitment to service excellence, good supervisory, analytical and team building skills.

.Appropriate clinical and theoretical knowledge.

.Computer literacy with a proficiency in MS Office Software applications.

.Strong interpersonal communication and presentation skills.

Additional Information

RECOMMENDATIONS:

- .Driver's license
- .Knowledge of Rx Solution system.

How to apply

To apply please log onto the e-Government Portal: <https://www.eservices.gov.za/> and follow the following process;

1. Register using your ID and personal information;
2. Use received one-time pin to complete the registration;
3. Log in using your username and password;
4. Click on "Employment & Labour";
5. Click on "Recruitment Citizen" to create profile, update profile, browse and apply for jobs;

Or, if candidate has registered on eservices portal, access <https://www.eservices.gov.za/>, then follow the below steps:

1. Click on "Employment & Labour";
2. Click on "Click on KZN Provincial Government e-Recruitment Vacancies, S'Thesha Waya Waya";
3. Log in using your username and password;
4. Click on "Recruitment Citizen" to create profile, update profile, browse and apply for jobs;

For support, please send an email to: KZNHelpDeskRecruit@KZNpremier.gov.za

Closing Date : 15 Sep 2023

Disclaimer

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- a)The KwaZulu-Natal Provincial Government and all KwaZulu-Natal Provincial Public Entities are equal opportunity, affirmative action employers, and preference may be given to suitably qualified candidates from designated groups in terms of the Employment Equity Act, 1998. The filling of posts may also be guided by the Departments/ Entities Employment Equity plan/targets.
- b)If you do not hear from us within two months of the closing date, please regard your application as unsuccessful.
- c)Applications received after the closing date will not be considered.
- d)Please clearly indicate the name of the post and reference number of the position for which you are applying.
- e)Applicants applying for posts in KZN Government Departments via the online e-Recruitment system, must upload a copy of their CV onto the system. Certified copies of supporting documents need not accompany your application and CV, as these will be requested from shortlisted applicants only.
- f)Applicants applying for posts in KZN Public Entities via the online e-Recruitment system, must upload copies of all documents, including certified copies of all documents stipulated in the advert of the Public Entity.
- g)It is the responsibility of the applicant to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA), prior to the time the qualification documents are requested to be submitted to the KZN Provincial Department or Public Entity.
- h)Only candidates who meet the requirements may apply.
- i)Appointment is subject to verification of the qualifications of the applicant, reference checking, and securing a positive security clearance, in circumstances where this is in relation to the requirement/s for appointment to the post applied for.
- j)Applications from Recruitment Agencies will not be considered.
- k)Applications sent to incorrect email address will not be considered.
- l)The respective Provincial Departments and Public Entities reserve the right not to make an appointment.
- m)The appointed candidate shall be required to sign a performance agreement.
- n)Reference checks and/or confirmation of employment will be done with the current employer and candidates are advised to include references from the current employment in their application/CV to facilitate this.
- o)The respective Provincial Departments and Public Entities reserve the right to regard a negative record on any verification check or risk assessment conducted, as sufficient grounds for refusal to select a candidate for appointment.

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