JOB OPPORTUNITY

VACANCY ALERT



WE HAVE AN EXCITING CAREER OPPORTUNITY FOR:

PERMANENT POSITION:

Occupational Health Senior Professional Nurse

APPLICATION REQUIREMENTS

- Complete the online job application form and attach all relevant and updated documents (Certified Qualification/s/Certificates, ID, and CV).
- Applicants should take note that they can be required to provide proof of original documents during the selection process.
- You will be requested to provide a brief description of your work experience relating to the vacancy.
- Applicants with membership in professional bodies need to provide a membership number and expiry date.
- If you are an internal applicant, your employee number will be required.
- Applicants are advised to use Google Chrome when applying for CoJ positions.

DISCLAIMER

- The City of Johannesburg is currently recruiting and will not demand payment in any form for any job placement. All vacancies are advertised in newspapers and on the CoJ website.
- The City of Johannesburg applies the principles of employment equity as per the National legislation and policy guidelines and will consider designated groups in line with these requirements. We are an equal-opportunity employer.
- By submitting your application for a position at the City of Johannesburg, you are consenting that the personal information submitted as part of your application may be used for the purposes of the Recruitment and Selection and related process.
- However, registering your CV and/or receipt and acknowledgement of any kind shall not be an indication that your application will be successful and/or lead to employment.
- The City of Johannesburg shall not be liable for any damage, loss, or liability of whatsoever nature arising from your use of the job opportunity section of this website.
- The City of Johannesburg reserves the right not to make an appointment.
- Any misrepresentation or failure to disclose material information on the application form or CV will automatically disqualify your application.

VACANCY CIRCULAR
113/2025
City of Johannesburg

Publication Date:
Tueday, 09 September 2025

Closing Date:
Monday, 22 September 2025

This Vacancy is open to Employees of the City of Johannesburg and External Candidates

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OCCUPATIONAL HEALTH SENIOR PROFESSIONAL NURSE

DEPARTMENT: Group Corporate and Shared Services
BRANCH: **Group SHELA and FCM**
DESIGNATION: **Occupational Health Senior Professional Nurse**
REMUNERATION: R35 043,67 pm (basic salary, excluding benefits)
LOCATION: 27 Stiemens Street, JD House, Braamfontein

Minimum Requirements:

- 4 Year Comprehensive Nursing Diploma, BA. CUR or equivalent majoring in community nursing science;
- Diploma in Occupational Health Nursing or equivalent;
- Diploma in Clinical Nursing Health Assessment, Treatment and Care Science;
- Dispensing Course;
- Spirometer and Audiometry;
- Vision Screening;
- Registration as a professional with the South African Nursing Council;
- 3 – 5 years clinical experience.

Primary Function:
Implement the Occupational Health and Safety Act provisions, CoJ Safety Health and Environment Policy, through conducting medical surveillance programmes and health risk assessments for all CoJ employees in all CoJ facilities. The Occupational Health Senior Professional Nurse will be s required to interface with a broad range of external stakeholders, including, labour, other government departments and officials and other City Departments, Municipal Entities and outside agencies and service providers. The Occupational Health Senior Professional Nurse will assume responsibility of ensuring that employees are provided with efficient and effective comprehensive Occupational Health Services, clinical care, medical surveillance, health risk assessments, supportive management and monitoring of HIV and AIDS, chronic illnesses and return to work from injury on duty reintegration.

Key Performance Areas:

- Consult and provide information and treatment to employees as per the Occupational Health and Safety Act, procedures and protocols including HIV and AIDS policies;
- Conduct education and training programmes on Occupational Health standards, HIV and AIDS programmes, chronic and debilitating illnesses and prevention and promotion of health to employees within the Departments, Regions and Mes;
- Coordinate specific administrative and reporting requirements associated with operational key performance and result indicators;
- Performance-specific activities associated with providing support to line functions.

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Leading Competencies:

- MS Office competency (Word, Excel, PowerPoint);
- Counselling and listening skills;
- Ability to tolerate stress;
- Must be able to work extended hours as and when.

Core Competencies:

- Professionalism;
- Confidentiality.

"All suitably qualified candidates are encouraged to apply and will be considered. The City of Johannesburg applies the principles of employment equity as per National legislation and policy guidelines and will consider designated groups in line with these requirements. Preference will be given to previously disadvantaged groups, including those with disabilities. Appointments will be made in accordance with the approved Employment Equity Plan to promote its equitable representation in terms of race, gender and disability."

Please take note that only online applications will be considered. Please apply by using the link below:

https://share-eu1.hsforms.com/1n3I2kiqQRjGLoJFNSfP-jQew554

APPLY ONLINE VIA THIS LINK: www.joburg.org.za

ENQUIRIES ONLY:
Contact Person: Sibongile Mthembu
Tel No: 011 375 6083

CLOSING DATE: MONDAY, 22 SEPTEMBER 2025

Applicants are respectfully informed that, if no notification of appointment/response is received within six (6) weeks of the closing date, they must accept that their application was unsuccessful. By submitting your application for a position at the City of Johannesburg, you are consenting that the personal information submitted as part of your application may be used for the purposes of the Recruitment and Selection and related process. In terms of the Talent Acquisition Policy of the City of Johannesburg, you hereby consent to the following risk checks should your application be shortlisted:

- Credit Record,
- CV validation,
- Employment record verification,
- Criminal check, and
- Identity validation.