JOB OPPORTUNITY

VACANCY ALERT

Joburg

a world class African city

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WE HAVE AN EXCITING CAREER OPPORTUNITY FOR:

PERMANENT POSITION
Enrolled Nursing Assistant

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 to 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 acknowledgment 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

032/2025

City of Johannesburg

Publication Date:
Wednesday, 26 March 2025

Closing Date:
Tuesday,08 April 2025

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

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ENROLLED NURSING ASSISTANT

Department: Health
Branch: **District Health Systems**
Designation: **Enrolled Nursing Assistant**
Remuneration: R15 115.49 pm **(**basic salary, excluding benefits)
Location: Region F

Minimum Requirements:

- Grade 12/NQF level 4 plus Enrolled Nursing Assistant Certificate;
- 1-year post training as an Enrolled Nursing Assistant;
- SANC registration.

Primary Function:

Apply procedural nursing sequences in the management of comprehensive primary health care services and participates in community focused awareness initiatives, providing support, information distribution and demonstrations to ensure that the health objectives in terms of all relevant national policies and standard guidelines are met.

Key Performance Areas:

- Communicate with patients at the clinics and accessing case files and records / or referring emergency client/Situations to professional personnel.
- Provide basic total nursing care to clients, patients and families within the ambit of her /his prescribed scope of practice an ethical and legal framework.
- Contribute to effective data recording and control.
- Participate in the delivery of awareness and educational programmes on clinical approaches to safe and healthy living to the community.
- Provide support to professional staff / clinician's respect of specific application associated with the provision of treatment for communicable and non-communicable diseases;
- Implement health promotion activities for specific programmes e.g immunization, chronic diseases, oral health etc;
- Conduct specific administrative processes and procedures;
-

Leading Competencies:

- Computer Literacy (Microsoft Word and Excel);
- Good communication skills
- Coordinating skills
- Time Management.

Core Competencies:

- Must form part of multidisciplinary team.
- Batho Pele Principles.

VACANCY CIRCULAR 032/2025
City of Johannesburg

Publication Date:
Wednesday, 26 March 2025

Closing Date:
Tuesday,08 April 2025

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"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 following link below:

https://share-eu1.hsforms.com/1Z9OjhZqRQsWbOlm0r1eRYAew554

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

ENQUIRIES ONLY:
Contact Person: Sharon Gardner
Tel No: 011 407 6704

CLOSING DATE: TUESDAY, 08 APRIL 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 and
- Employment record verification,
- Criminal check, and
- Identity validation.