

The South African Nursing Council (SANC) is the body entrusted to set and maintain standards of nursing education and practice in the Republic of South Africa. It is an autonomous, financially independent, statutory body, initially established by the Nursing Act, 1944 (Act No. 45 of 1944), and currently operating under the Nursing Act, 2005 (Act No. 33 of 2005). The SANC currently has the following vacancies, candidates that meet the requirements as provided are invited to apply.

EXTERNAL ADVERTISEMENT

<u>DATE OF ISSUE</u>	: 09 JUNE 2024
<u>DEPARTMENT</u>	: LEARNER AFFAIRS
<u>POSITION</u>	: PROFESSIONAL ADVISOR
<u>REFERENCE NUMBER</u>	: REFERENCE NUMBER PALA/001/06/2024
<u>REMUNERATION</u>	: R764 540,86 TOTAL COST TO COMPANY (TCTC) PER ANNUM
<u>TERMS OF APPOINTMENT</u>	: PERMANENT
<u>CLOSING DATE</u>	: 28 JUNE 2024

MINIMUM REQUIREMENTS

- Bachelor's degree in nursing
- Additional qualification in Nursing Education
- Registered as an Assessor and Moderator
- Minimum three (3) years' experience practising as a Professional Nurse
- Minimum five (5) years' experience as a Nurse Educator in a Nursing College or university of Technology or University
- Valid Annual Practicing Certificate
- Valid driver's license

OTHER REQUIREMENTS

Willingness to travel beyond working hours within the Basic Conditions of Employment Act provisions.

ADDED ADVANTAGE REQUIREMENTS

- Additional qualification in Nursing administration/Health Services Management
- Experience in working in a regulatory environment

REQUIRED KNOWLEDGE

- Knowledge, interpreting and applying of the Nursing Act and the regulations.
- Understanding, interpreting and applying Nursing, Health and other Legislation relevant to Nursing Education and Training e.g. Higher Education Act; NQF Act
- Computer literacy (Ms Office)

REQUIRED COMPETENCIES/SKILLS

- Job knowledge
- Technical skills
- Acceptance of responsibility
- Quality of work
- Reliability
- Initiative
- Communication
- Interpersonal relationships
- Flexibility
- Team work
- Planning and execution
- Presentation skills

KEY PERFORMANCE AREAS

- Contribute to the development and implementation of Annual Performance Plan and Annual Operational Plan
- Manage risks for the areas of responsibility within the SANC
- Contribute to the development and review of policies
- Develop and review standard operating procedures and guidelines,
- Analyse and evaluate applications for registration of learners/students
- Analyse records submitted by Nursing Education Institutions for students who completed training.
- Quality assurance of registration certificates for correctness
- Manage applications for nurses with foreign qualifications.
- Managing assessment/examination processes
- Liaise with internal and external stakeholders on matters related to Education and Training
- Participate in Nursing Community Outreach Programmes.
- Support Council Committees
- Conduct programme review and site visits to Nursing Education Institutions and Health Establishments
- General administration and Compile reports in the area of work

- Manage human resources
- Perform ad hoc tasks as delegated by the line manager/ supervisor

NB: Applications must be completed in full on the prescribed form, obtainable from the SANC website (<https://www.sanc.co.za/vacancies/>). **Applications must be e-mailed pala@sanc.co.za**

Incomplete applications or those which do not meet the above requirements will not be considered.

The application must include only a fully completed and signed SANC Form, obtainable from the South African Nursing Council (SANC) website, a detailed Curriculum Vitae and Valid Annual Practising Certificate. Certified copies of Identity Document, Grade 12 Certificate and the highest required qualifications, professional registration certificate(s) as well as a driver's licence where necessary, will only be submitted by shortlisted candidates to the Human Resources Department on or before the day of the interview date. The SANC may request academic record for general qualifications/Certificates that does not specify the major courses to determine the major course of the qualification. It is compulsory for successful candidates to belong to a medical aid scheme if they do not belong to their spouses' medical aid. Failure to do so will result in your application being disqualified.

Furthermore, all foreign qualifications must be accompanied by a SAQA evaluation certificate.

The SANC will conduct background checks (e.g. employment verification and reference checks as indicated on the CV, as well as in respect of criminal record, citizenship, financial records, qualifications, driver's license and professional registration, if applicable). First preference will be given to South African citizens. The successful candidate will be appointed on a 12-month probation basis and will be permanently employed if all of the performance requirements are met during probation.

Please note: Correspondence will be limited to shortlisted candidates only; therefore, if you have not been contacted within four (4) months of the closing date of this advertisement, please accept that your application was not successful. The SANC is committed to employment equity and therefore people living with disabilities are encouraged to apply. Enquiries may be directed to Mr Phuti Mahanyele at Tel. no. (012) 420 1068. The South African Nursing Council reserves the right not to make any appointment.