



DIVISION: STUDENT SUPPORT SERVICES

DEPARTMENT: HEALTH AND WELLNESS (CAMPUS CLINIC)

POST: NURSING ASSISTANT

POST N<sup>o</sup>: 5719  
PEROMNES GRADE: 11

**JOB DESCRIPTION:**

**Key performance areas include but are not limited to:**

- Preventive & Health Promotion of Health within Campus
- Provide Family Planning
- Attend to Emergency Medical Services
- Attend to referred patients
- HIV/AIDS Counselling and Testing
- Dealing with Disease outbreak
- Triage and screening of patients

**APPLICATION CRITERIA:**

**Qualifications and Experience:**

- At least a M+3 Qualification in Nursing OR related Nursing Qualification
- Registration with SANC as an Enrolled nurse is a prerequisite
- Minimum 5 years' experience as an Enrolled Nurse
- Experience in Higher Education environment as a nurse would be an added advantage
- Driver's licence

**Skills:**

- Excellent communication (written and verbal) skills;
- Excellent teaching/facilitation skills;
- Excellent planning and organising skills;
- Good inter-personal and time-management skills;
- Computer literacy;
- First Aid & Emergency Medical Service
- Ability to deal with G. B. V. & Mental Health Issues
- Ability to work with students of an Institution of Higher Learning
- Analytical, problem solving and negotiation skills
- Ability to work under pressure and independently as and when required

**CLOSING DATE FOR APPLICATIONS: 18 August 2023**

Applications should include:

1. A fully completed prescribed application form which can be obtained from [www.vut.ac.za](http://www.vut.ac.za)

<https://www.vut.ac.za/wp-content/uploads/2023/03/VUT-Application-for-Employment-form-Final-002.pdf>

2. A detailed curriculum vita (explicitly stating experience or knowledge in the above-mentioned fields)
3. Certified copies of all academic records and certificates/degrees
4. Certified copy of ID
5. Current contact information of referees
6. Please email applications to [recruitment1@vut.ac.za](mailto:recruitment1@vut.ac.za) and quote the post reference and post description in the subject line.
7. No manual applications will be accepted. Incomplete applications or applications without the application form and required documents will be disregarded.
8. Only applications made on our application for employment form would be considered.
9. Communication will be entered into with short-listed candidates only. If you don't hear from VUT within 3 months deem your application as unsuccessful.

Enquiries may be directed to:

HR Practitioner: Ms Carmen Titus Tjotjo, Tel 016 950 6848 / email address: [carment@vut.ac.za](mailto:carment@vut.ac.za)

HR Business Partner: Ms Ntediseng Motaung, Tel 016 950 9160 / email address: [ntediseng@vut.ac.za](mailto:ntediseng@vut.ac.za)

**Please Note: Submission of such copies entitles Vaal University of Technology to authenticate the qualifications without any further consent from the applicant. Candidates with foreign qualifications have the responsibility to ensure that their qualifications are evaluated by SAQA and should also submit proof thereof. Vaal University of Technology is an equal opportunity and affirmative action employer, which is committed to the implementation of its employment equity plan. People from designated groups are encouraged to apply. Only shortlisted candidates will be contacted.**

**VUT reserves the right not to make an appointment**

**By applying for this position, you give permission to share your information with the selection panel or the relevant people involved in the recruitment process.**

