

**NETCARE**

Vacancy

Closing date: 30.01.2024

Role profile

Role title	Technical Services Manager
Division	Hospital Division
Location	Netcare The Bay Hospital
Reporting structure	Directly to the Hospital Manager and indirectly to the Regional Technical Manager

Role summary

The Technical Manager is responsible to effectively manage all technical and related services at the hospitals including risks related to infrastructure and assets, all plant and equipment (both clinical and non-clinical).

Key work output and accountabilities

- Management of all hospital facilities, clinical infrastructure and assets.
- Management of all staff in the Technical Department.
- Ensure proper planning of resources in accordance with ISO 55000 principles.
- Ensure the correct skills are provided for the specific job.
- Training of nursing, pharmacy, admin and management staff on technical related issues.
- Management of technical related purchasing and expenditure.
- Management of contractor's performance.
- Implementation of Group policy and procedures to manage and maintain the hospital facilities and assets.
- Enforcement of Group policies and procedures to staff members as well as contractors to ensure the mitigation of all risks.
- Ensure compliance with the Occupational Health and Safety Act and other related legislation.
- Ensure quality and safety assurance during and after completion of contracts as the safety custodian.
- Responsible for project management and engineering services of all small building projects at site.
- Responsible for the financial performance and budget of the Technical Department.
- Custodian of the asset management database on the CMMS (Computerised Maintenance Management System) ensuring reliability and validity of all data.
- Management of the maintenance management system, ensuring that all equipment risks are managed and that all repairs and maintenance is conducted, as and when required.
- Interact in a professional manner with colleagues, staff and clients.
- Prepare monthly reports and adhoc reports as requested – reports on staff, contractors, facilities and assets of the hospital.
- Attend Hospital, Regional and National meetings as well as inter-departmental interaction with a focus on nursing, health and safety and infection control.
- Ensure professional technical conduct at all times.

- Keeping up to date with all Netcare's evolving policies and procedures.
- In consultation with HR Manager, develop training and succession plans to ensure that staff are trained to the statutory competency requirements for their specific roles.

Skills profile

Education

- Essential:
A relevant 4 year Bachelor's Degree/ B Tech Degree qualification equivalent to a NQF level 7 in the fields of Mechanical or Electrical Engineering

Work experience

- >1 Years post-graduate patient care experience in an operational environment would be beneficial
- A minimum of five (5) years applicable technical and managerial experience.
- Experience in Asset Management and Financial Management.
- Experience in both the electrical and mechanical engineering in the hospital and hospitality industry would be advantageous.
- Previous experience in project management.
- Any hospital or hospitality experience will be an added advantage

Knowledge

- Good general knowledge and understanding of legislation pertaining to the specific business environment
- Intermediate computer literacy in MS Office.
- Conversant with the principles of maintenance and asset management aspects.
- Understanding of energy and water management.
- Project management is preferred.
- Knowledge of building regulations will be advantageous

Managerial Skills

Coaching Others	The capacity to recognise development areas in others and support them to facilitate personal development through coaching.
Leading and Managing Change	The capacity to implement and support change initiatives and to provide leadership in times of uncertainty.
Performance Development	The ability to evaluate and develop different levels of capacity within a team to achieve set objectives.
Taking Action	Capable of recognising the need for action, considering possible risks and taking responsibility for results.

Decision Making	Capable of making decisions timeously and taking responsibility for the consequences.
Managing Self	Capacity to plan, organise and control own work environment by setting appropriate priorities and achieving set objectives within a given time frame.
Customer Focus and Service Delivery	<p>The capacity to identify and respond to the needs of *internal and external customers.</p> <p>*Internal and external customers include patients, doctors, colleagues, suppliers, visitors, vendors, and any other person that requires a relationship</p>
Adapting and Responding to Change	Capable of supporting and advocating change initiatives and managing own reaction to change.
Continuous Improvement	The capacity to improve systems and processes to facilitate continuous improvement.
Technical Knowledge	The capacity to perform a technical function to required standards.

Values and behaviours

Netcare values	<p>At Netcare, our core value is care. We care about the dignity of our patients and all members of the Netcare family. We care about the participation of our people and our partners in everything we do. We care about truth in all our actions. We are passionate about quality care and professional excellence.</p> <ul style="list-style-type: none"> Care - The basis of our business. The professional, ethical patient care and services we offer at every level of the organization. Truth - The crucial element in building relationships that work. Open communication with honesty and integrity is essential. Dignity - An acknowledgement of the uniqueness of individuals. A commitment to care with the qualities of respect and understanding. Compassion - We engage everyone with empathy and respond with acts of compassion in all interactions with our patients and their families. Participation - The willingness and desire to work in productive and creative partnerships with others and the commitment to communicate.
The Netcare way	<p>Netcare is committed to providing quality care. Our basic service standard holds us accountable for the below seven behaviours, which you will be accountable to uphold:</p> <ul style="list-style-type: none"> I always greet everyone to show my respect.

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| | <ul style="list-style-type: none">• I always wear my name badge to show my identity.• I am always well-groomed to show my dignity.• I always practise proper hand hygiene to show my care.• I always engage to show my compassion.• I always say thank you to show my appreciation.• I always embrace diversity to strengthen inclusivity and belonging. |
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Application process

Netcare is an equal opportunity employer

The Company's approved Employment Equity plan and targets will be considered as part of the recruitment process aligned to the Group's Employment Equity strategy. Netcare actively supports the recruitment of people with disabilities.

Interested candidates who meet the above criteria are requested to e-mail a detailed CV to Roxann.Durgan@netcare.co.za using reference TSMTB3001

Please note:

- Please note that reference checks for internal applicants will be conducted with the applicant's current and past Netcare direct line managers and the relevant Netcare HR Managers. Therefore, employees are encouraged to discuss internal job applications with their direct line manager to ensure that the line manager is aware of the application.
- The terms and conditions of employment relating to the function you have applied for will be based on those in the Division within which you will be employed.
- If a candidate has any disability that may impair the individual's ability to perform the job function, the candidate must kindly inform the employer so that an assessment for reasonable accommodation can be made.
- By applying for this position and providing us with your CV and other personal information, you are consenting to the information being processed for possible recruitment and selection purposes only or for such purposes relating to assessing the establishment of an employment relationship with yourself, and this will be done in accordance with the applicable data protection and privacy legislation. We confirm that such information will not be used for any other purpose without obtaining your prior consent.
- If your application is not successful, we will retain your CV and other information provided on our electronic system for 12 months. If you object to your information being used in accordance with the aforementioned clauses, please indicate your objection, and we will immediately securely destroy your personal information.
- Kindly note that only shortlisted candidates will be contacted. Applicants who have not been contacted within 30 days of the closing date of this advert, should consider their application as unsuccessful.

