

Reference Number	SAAT 21.03.05
Implementation Date	10 March 2021
Revision / Amendment Number	12 March 2021
Revision / Amendment Date	16 March 2021

ADVERTISEMENT FOR FIX TERM CONTRACT FOR 3 MONTHS

Position Title	Occupational Health Nurse
Number required	2 (Two)
Grade / Level	AL6
Business Unit / Division	Quality, Safety and Risk
Department	Medical Center
Reference Number	SAAT 21/03/05
Open to	Internal and External candidates

JOB PURPOSE

To provide an effective Occupational, Primary Health Care and Emergency medical service to all SAAT Technical employees and contractors to comply with the provisions of Occupational Health and Safety Act 85 of 1993 and other inherent legislations.

PRINCIPAL ACCOUNTABILITIES

- A) Occupational Health
 1. Identify Health Risks inherent to work activities in the workplace and the impact on health of employees.
 2. Compile the occupational risk profile and medical surveillance.
 3. Perform operational (technical and biological) calibration on medical screening equipment before use to comply with relevant SANS quality standard to obtain accurate, correct and reliable results.
 4. Conduct pre-employment, periodical, transfer and exit medical examination as per medical surveillance plan as stipulated by OHS Act 85 of 1993 to prevent development of occupational diseases i.e.:
 - a. Audiometry test
 - b. Lung function test
 - c. Vision screening
 - d. Biological monitoring etc.
- B) Prevention of communicable diseases for employees exposed to hygiene and biological hazards
 1. Arrange and administer relevant vaccine and prophylaxis treatment.
 2. Conduct pre-travel health counselling and issue travel bags and kits.
 3. Conduct facility inspections to ensure adequate housekeeping standards according to Regulatory requirements.
 4. Perform inspection of food processing and consumption areas to ensure compliance to Food Safety Standards.
- C) Emergency Medical Services
 1. Provide immediate emergency services to stabilize the condition of SAAT employees and contractors to prevent complications of injuries-on-duty.
 2. Ensure emergency equipment and consumables are available and up to date.
 3. Process referral to other medical institutions and complete relevant documentation i.e. COID.
 4. Participate in root cause analysis for injuries and occupational diseases to provide medical aspect.
 5. Provide and replenish first aid boxes, biohazard waste kits, bird strike kits and burn shield kits for all work areas according to legislation etc.

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- D) Provision of Primary Health Care Service to identify occupational related conditions and prevent complications of chronic medical conditions to all employees
1. Assess, diagnose and prescribe relevant treatment.
 2. Refer complicated cases to an Occupational Medical Practitioner (OMP), Employee Wellbeing department, Local Primary Health Care Clinics or other Medical Institutions.
 3. Provide professional health advice, guidance and promotion.
 4. Process medical reports and specialist bookings as per the OMP's directive.
- E) Drug control program to comply with the Medicine Control Act
1. Ensure accurate record of drugs and medical supplies for stock balance.
 2. Ensure safe disposal of pharmaceutical and bio-hazard waste according to prescribed regulatory requirements.
- F) Administration, record keeping and Statistical Reporting
1. Compile Primary Health, medical surveillance, injury on duty and laboratory tests information for Management reports.
 2. Assist the OMP to compile ill-health and sick absenteeism report.
 3. Update employee files and drug registers

QUALIFICATION AND EXPERIENCE

1.	Grade 12 or equivalent
2.	Diploma in nursing
3.	Occupational Health Certificate and 3 years' occupational health experience Or Occupational Health Diploma and 2 years' occupational health experience
4.	Diploma in primary health care
5.	Audiometry Certificate
6.	Spirometry Certificate
7.	Dispensing Certificate
8.	Registered with SA Nursing Counsel
9.	4 years' experience as professional nurse (post training)
10.	2 years' experience occupational health nursing in Engineering or Chemical industry Audiometry Spirometry
11.	2 years' experience in Primary Health Care (this can be attained concurrently during Professional Nurse period)

KNOWLEDGE AND SKILLS

1.	Have planning and organizing skills
2.	Have customer service orientation
3.	Have analytical skills
4.	Computer literate : MS Office, Word, Excel, Outlook
5.	Keep abreast of changes in legislation
6.	Adverse Health effects of chemical exposure
7.	Hazard Identification and Risk Assessment
8.	Root cause analysis
9.	Technical Calibrations of medical equipment

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ATTRIBUTES

Demonstrate the SAA values: Customer Focus; Accountability; Integrity; Safety; Excellence In Performance; Valuing Our People

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| 1. | <ul style="list-style-type: none"> • Communication skills • Coordination • Planning • Analytical thinking • Conceptual thinking • Information Seeking • Initiative • Organizational Awareness • Teamwork and Cooperation • Customer Service Orientation • Integrity • Professionalism • Confidential • Sensitivity |
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PLEASE NOTE THE FOLLOWING:

- ◆ This is employment on a contract basis.
- ◆ No expectations of any nature whatsoever is hereby created to applicants that any arrangement will be renewed or extended upon its expiry date or be changed into permanent employment.
- ◆ Applications will not be accepted without the following:
 - Detailed CV.
 - **Certified copies** of the applicant's:
 - Identity Document.
 - School certificate.
 - Driver's license.
 - All other relevant qualifications

Incomplete applications without these documentations will not be considered.

- ◆ The onus is on the applicant to prove that he/she meets the minimum requirements on the closing date of the advertisement. It is therefore essential to ensure that your CV is detailed enough, in other words, makes reference to qualifications, knowledge, skills, experience (inclusive of duties, tenure, designation etc.) and attributes.
- ◆ Applications should be hand delivered to:

Human Resources – Technical
Recruitment & Selection
Room 221/2, Hanger 5 Annex

OR

E-mail: **vanessadoubell@flysaa.com**

	South African Airways Technical	
	Advertisement for a Vacancy	Reference Number
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- ◆ Closing date will be on the **23rd of March 2021 at 14h00**. Please be mindful of the closing date as **NO** late applications will be considered.
- ◆ If you have not had a response by the **22nd April 2021**, kindly take it your application was unsuccessful.
- ◆ Applicants will go through a comprehensive selection process.
- ◆ SAAT is committed to Employment Equity.
- ◆ SAAT reserves the right not to make an appointment or to withdraw any of the positions contained in this advert.