

Urgent Vacancy

Company:	South Bakels Montague Gardens
Area:	MONTAGUE GARDENS, CAPE TOWN
Position:	OCCUPATIONAL HEALTH NURSE PRACTITIONER
Inherent requirements	<ul style="list-style-type: none"> • Bachelor’s degree or Certificate in Occupational Health Nursing. • Registered with South African Nursing Counsel (SANC) • Proof of SASOHN membership. • Registered with SASOHN as a Audiometrist. • Proof of Professional Indemnity. • Audiometry, Vision Screening and Spirometry Certificates. • Dispensing Certificate. • Basic understanding of Occupational Health and Safety Act and regulations. • Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. • Ability to write routine reports and correspondence. • Mathematical acumen. • Reasoning ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. • Ability to interpret a variety of functions furnished in written, oral diagram, or schedule form. • Intermediate computer skills are essential. • At least 5 years’ experience as an OHNP.
Preferred requirements & Skills	<ul style="list-style-type: none"> • Must be meticulous, detail orientated, have ability to multitask and possess great people skills. • Management and leadership skills. • Team player. • Ability to consistently perform job duties as outlined in the job description. • Demonstrate commitment to professional growth and competence. • Demonstrate compliance with patient confidentiality 100% of the time.
Duties and responsibilities	<p>The duties and responsibilities of the OHNP include, but not limited to the following:</p> <ul style="list-style-type: none"> • Manage the operational activities of the Occupational Health Clinic. • Manage the administration and operational activities of the primary health care and occupational health care clinics to ensure a quality, legal, compliant, efficient and effective service delivery.

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- Adherence to and implement all legislation related to clinical operations.
- Manage the clinic's budget.
- Order clinic stock and equipment as well as the keeping of inventory.
- Oversee the maintenance of the clinic and clinic equipment.
- Develop, implement, and evaluate a site-specific Health Evaluation program in accordance with the available occupational hygiene surveys (this includes Pre-employment, Baseline, Annual, Screening and Exit Medical examinations that are risk based).
- Implement and maintain a Hearing Conservation Program.
- Implement, supervision and maintenance of a Chronic Disease Management Program.
- Manage the performance and recording of Health Risk Assessments and facility inspections and the reporting of the findings.
- Provision of primary health care and emergency service within scope of practice and the follow up of all cases.
- Initiating and facilitating all referrals to the Occupational Medical Practitioner or outside healthcare providers and services and the follow up of all cases.
- Implementation of infections control measures.
- Performance and monitoring of medical and biological surveillance within the prescribed company protocols.
- Monitor and analyse health trends and the reporting thereof.
- Assist with the absenteeism management and sick leave follow ups.
- The management, administration and follow up of injuries on duty cases.
- Provision of appropriate health education programs to employees and first aiders.
- Represent the clinic at the Health and Safety, Food Safety meetings, monthly management meetings or any other related meetings if applicable.
- Send a monthly report to Sister Ann Davis.
- Check First Aid Boxes and replenish stock.
- Wellness screening and health education awareness.
- Help with EAP program, counselling and referrals if necessary.
- Monitor special and vulnerable groups e.g., pregnant ladies.

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	<ul style="list-style-type: none">• Record keeping as per the legislation.• Manage the medical waste of the clinic.
Working hours:	25 hours per week-5 hours a day. This can be discussed in the interview.
Salary:	To be discussed
Benefits:	As per company benefits
Interview process:	Panel interview-Sister Ann Davis and HR Manager Ilze Le Roux
Reporting to:	Sister Ann Davis
Send applications:	ann.davis@sbakels.co.za
Closing date for applications:	31 July 2026 Please note should you not receive a response within two weeks of the closing date, you may consider your application as being unsuccessful.