

## Support Services Supervisor

Department	Management
Location	Cintocare, Menlyn Maine, Pretoria
Closing date	31 December 2024

### JOB DESCRIPTION

Oversee the Outsourced Services Departments and their associated service level agreements, ensuring smooth daily operations that consistently meet Cintocare's high standards of customer service. This includes managing a range of support services, such as Laundry, Cleaning & Hygiene, Security, Pest Control, and Waste Management (both medical and general), while ensuring exceptional quality and full adherence to company standards.

### KEY RESPONSIBILITIES

1. Support Services
2. Quality Assurance
3. Leadership
4. Service Delivery
5. Teamwork & Communication
6. Staff Development
7. Financial and Resource Management

### QUALIFICATIONS

The following requirements are a prerequisite to be considered for the position:

- B. Cur degree or Diploma in Nursing Science is essential.
- Registration with SANC (South African Nursing Council).
- Proficient computer skills.

### SKILLS AND ATTRIBUTES

- Effective communication skills.
- Empathy and compassion.
- Adaptable and resilient.
- Service Orientated.
- Planning and organizational skills.
- Excellent time management.
- Value diversity and apply values in the workplace.
- Assertive, confident, and friendly.

### EXPERIENCE

- 3-5 years experience in a similar position in a private healthcare facility.



Please send a comprehensive **Curriculum Vitae** and completed **Application Form** to [careers@cintocare.com](mailto:careers@cintocare.com)  
If you have not heard from the Cintocare Human Resource Department within one month of your application, please accept that your application was unsuccessful. Cintocare will contact short-listed candidates only. Cintocare is an equal opportunity employer. For further information, contact Cintocare on (012) 945-3000.