

## Unit Supervisor

Department	Surgical Ward 3
Location	Cintocare, Menlyn Maine, Pretoria
Closing date	31 December 2024

### JOB DESCRIPTION

Registered Nurse candidates passionate about people, care, and management are invited to apply for the Unit Supervisor vacancies in the Surgical unit.

The individual's primary responsibility is to support the Unit Managers in managing the units to allow for twenty-four-hour management of these units. The aim of these positions is exposure and a learning opportunity in a management role.

The positions will report directly to the Unit Managers. The successful candidates will support the Unit Managers by facilitating, enabling, and supporting nursing staff to deliver high-quality, evidence-based care in a cost-sensitive, changing healthcare environment through compliance with company policies, procedures, and legislation.

These tasks will include but are not limited to recruitment, orientation, training, clinical care management, incident investigation, a safe patient environment, business process management and people management.

### KEY RESPONSIBILITIES

- Staff recruitment
- Staff orientation and training
- Clinical care management
- Management of a safe patient environment
- Financial and business process management
- People management

### QUALIFICATIONS

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

- A B. Cur degree or Diploma in General Nursing
- Postgraduate qualification in Nursing Management/Admin will be advantageous

### SKILLS & 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**

- A minimum of 2 years experience in a supervisory role in a private healthcare facility is essential.
- A minimum of three years experience in a Surgical unit within a private hospital is essential.

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 at (012) 945-3000.