

VACANCY – BUSAMED GATEWAY PRIVATE HOSPITAL	
Role Title	TRAINING & DEVELOPMENT OFFICER
Department	NURSING
Reporting Structure	NURSING MANAGER
Closing Date	02 SEPTEMBER 2021
ROLE SUMMARY	
<p>The incumbent will be responsible for the analyses of training needs, developing of training plans and the facilitation of training to meet needs identified. Assist and support the professional development of hospital staff and quality improvement of the units and hospital. Act as resource for the implementation of evidence-based practice and risk mitigation. The incumbent will assist the Unit Managers to support daily unit efficiencies.</p>	
SKILLS PROFILE	
EDUCATION	
<ul style="list-style-type: none"> Registration with the South African Nursing Council as a Registered Nurse. Nursing Education qualification is essential Compliance with the SANC code for a Registered Nurse and all applicable health care legislation 	
WORK EXPERIENCE	
<ul style="list-style-type: none"> Working experience in private healthcare or healthcare funding industry will be advantageous Capacity to implement and maintain standards of health practice required from all accredited bodies and appropriate health legislation 	
KNOWLEDGE	
<ul style="list-style-type: none"> Computer Literacy essential Fluent communication in English essential Must be able to apply critical skills and judgement across variable situations and able to anticipate complications and provide solutions for effective, safe patient care. Sound knowledge of costs and cost containment including economic use of stock and accurate charging of all items Identifying training and development needs within the hospital Designing and expanding training and development programmes based on the needs of the organisation and the individual Developing effective induction programmes for hospital staff. Devising individual learning plans Producing training materials for in-house courses Ensuring that statutory training requirements are met Evaluating training and development programmes Keeping up to date with developments in training by reading relevant journals, going to meetings and attending relevant courses Support and supervise all staff in the presence and absence of the unit managers 	
APPLICATION PROCESS	
<p>BUSAMED IS AN EQUAL OPPORTUNITY EMPLOYER</p> <p>The Company's Employment Equity plan and targets will be considered as part of the recruitment process aligned to the Group's Employment Equity strategy. Busamed actively supports the recruitment of people with disabilities.</p> <p>Interested candidates who meet the above criteria are requested to e-mail a detailed CV to applications.gateway@Busamed.co.za . Should you not receive feedback two weeks after the closing date, kindly consider your application unsuccessful.</p>	