



The following opportunity exists within Caxton Printers

We currently have the above position available at our Caxton Printers facility and wish to invite **all** suitably qualified applicants to submit their details for our consideration.

HR879

Occupational Health Nursing Sister

POSTING DATE:

09 October 2024

CLOSING DATE:

01 November 2024

DESCRIPTION OF POSITION:

Registered professional nursing sister with the following qualifications:

- Diploma/B-tech in Occupational health
- Dispensing Certificate
- Audiometry certificate and registered with SASOHN as an audiometrist
- Spirometry training certificate
- Vision screening certificate
- Primary Health Care qualification/experience

REGISTRATIONS

- Current South African Nursing Council Registration
- Current South African Society of Occupational Health Nurse Practitioners
- Current indemnity

FUNCTIONS

1. Occupational Health

- Advise management on importance of Occupational Hygienist Report so as to comply with the OHS Act.
- Do plant walkthroughs to identify health risks and for follow up on possible workplace adverse effects on employees
- Development and implementation of risk based annual medical surveillance plan (Communicate with Safety officer, HR and production management)
- Perform Initial, periodic and exit medicals examinations.

- Organise referrals for abnormal findings to appropriate professionals
- Treat injuries on duty and refer major injuries to hospital

2. Primary Health Care

- Utilise the Standard Treatment Guidelines for prescribing medicines
- Diagnose and treat employees within the scope of practice
- Adhere to dispensing regulations and refer to company doctor or clinics/hospitals when necessary.
- Utilise the company doctor's time effectively.

COMPETENCIES AND QUALITIES REQUIRED

- Empathy, maturity and people handling skills
- Diversity management and ability to take initiative
- Counselling, communication and health education skills
- Computer literacy: Microsoft Office, Word, Excel
- COIDA and OSH Act
- Ability to comply with all laws and legislation governing Occupational Health Nursing.

CLINIC ADMINISTRATION

- Stock control, drug counting, drug recording and checking of expiry dates.
- Keeping monthly statistics, report writing as and when necessary.
- Keeping up to date records of employee illnesses and communication with employees and management.

Email your Application, Comprehensive CV and copies of Certificates to: renell@ctpex.co.za, **Subject: Ref No & Position**

Only relevant and suitable applicants will be considered and contacted. Preference may be given to appointable applicants from the underrepresented designated groups in terms of the company's Employment Equity Plan. Should you not receive any correspondence from us within 30 days, we regret your application has been declined