



**SEFAKO MAKGATHO HEALTH SCIENCES UNIVERSITY**

**SCHOOL OF MEDICINE**

**DEPARTMENT OF FAMILY MEDICINE AND PRIMARY HEALTH CARE**

**DEPARTMENT OF HIGHER EDUCATION AND TRAINING**

**CLINICAL TRAINING GRANT (CTG)**

Sefako Makgatho Health Sciences University (SMU) is on a renewal path with exciting and unique opportunities to shape the training of medical and other health professionals, and scientists in general. We are on a vigorous campaign to attract top talent to join our exciting journey, as reflected in the opportunities below.

**JUNIOR LECTURER (1 post)**  
(5-year Fixed Term Contract)

*Ref: 15/2025/MJM/P9*

The University is looking for an energetic individual with the requisite academic stature who will be responsible for Teaching, Learning, Research and Community Engagement in the Department of Family Medicine and Primary Health Care. He/she will report to the Head of Department (HOD): Family Medicine and Primary Health Care and must meet the requirements and competencies and be responsible for the key performance areas below.

#### **REQUIREMENTS**

- MBChB
- Evidence of participation in teaching or tutorial sessions at undergraduate level
- Registration with the Health Professions Council of South Africa (HPCSA)
- Teaching approach/ methods of assessing students
- Evidence of registration for a master's degree or engagement in research such as Honours mini dissertation
- Proven ability to navigate online platforms such as Blackboard Collaborate, Zoom and Microsoft Teams with requisite proficiency
- Computer literacy, with a sound knowledge of MS Word, MS Excel, Internet and competency of ITS

## COMPETENCIES

- Technical/professional knowledge and skill
- Good writing and presentation skills
- Good communication and interpersonal skills
- Ability to maintain strict confidentiality
- Client service orientation
- Meticulous attention to detail
- Ability to work under pressure
- Problem solving
- Professional and ethical standards
- Managing work standards
- Personal impact, stature and credibility

## KEY PERFORMANCE AREAS

- Undertake Teaching and Learning, Community Engagement (Theoretical and Clinical for undergraduate students)
- Participate in community engagement projects which are utilized for students clinical training
- Provide clinical supervision
- Participate in Departmental research projects
- Ensure proper record keeping
- Ensure proper Family Medicine and Primary Health Care module management
- Manage student educational support and correspondence related to the programme
- Generate authentic and current student lists from the university enrolment platform as well as other required documents
- Capture student results on the ITS System timeously and accurately
- Report writing and associated administrative duties
- Submission of student records to HPCSA and address related enquiries
- Keep abreast of developments within own field of study and its implications for the teaching/ learning situation
- Contribute to the overall development of SMU and actively improve institutional culture.
- Any other duties assigned by the HOD

**Closing Date: 14 March 2025**

**Applications from the employment agencies will not be considered.**

Typed applications (**quoting the reference number**) which should contain comprehensive curriculum vitae, certified copies of all qualifications and contact details of three referees, should be forwarded, for the attention of **MJ Mopai**, by e-mail at [hr.recruitment8@smu.ac.za](mailto:hr.recruitment8@smu.ac.za)

It is the applicant's responsibility to have foreign qualifications evaluated by the South African qualification Authority (SAQA). Failure to submit the requested documents/information will result in your application not being considered.

*Telephonic enquiries regarding conditions of service: (012) 521-3624.*

**The Sefako Makgatho Health Sciences University is an Equal Opportunity and Affirmative Action Employer.**

Correspondence will be limited to short-listed candidates only. Applicants who have not been contacted within 30 days of the closing date must consider their applications as unsuccessful.

**The University reserves the right not to make an appointment.**

Final