

## VACANCY

<b>Job title:</b>	Counsellor (Driver) 12 Months
<b>Type:</b>	Permanent <input type="checkbox"/> Fixed Term <input checked="" type="checkbox"/> Temporary <input type="checkbox"/>
<b>Main purpose of the job:</b>	To drive the research cars and transport teams to pharmacy sites and any other related transportation duties. Assist with HIV counselling and testing of study participants and recruitment of study participants; 30% of the work should be HIV Counselling and testing and recruitment and 70% to be driving of the mobile cars for programme implementation.
<b>Location:</b>	Western Cape (Robertson, Paarl, CBD, Khayelitsha)
<b>Closing date:</b>	17 November 2023
<b>Submit detailed CV to:</b>	<b>Puleng Makau</b> <a href="mailto:vacancies10@witshealth.co.za">vacancies10@witshealth.co.za</a>
<b>Advert reference number:</b>	<b>PM220 _2023</b>
In accordance with our Employment Equity goals and plan, preference will be given to suitable applicants from designated groups as defined in the Employment Equity Act 55 of 1998 and subsequent amendments thereto.	

### Key performance areas

Weekly inspections of the vehicle compiled on the following:

accidents; traffic fine; generator (whether it is in good working order); confirm fire extinguisher is in good working order; Confirm that the gazebos are in good working order.

Vehicles kilometres checked to ensure they are serviced at the correct time.

Dates for renewal of licence discs checked.

Liaise with manager for daily transport schedule.

Complete relevant vehicle usage forms in accordance with the policy

Traffic rules always adhered to

Provide pre and post testing counselling.

Provide HIV information to participants that includes but is not limited to risk reduction, ARV's, adherence, nutrition, hygiene, infant feeding,

Provide counselling regarding participant disclosure.

Ensure that confidentiality is maintained.

Conduct in depth one on one counselling sessions and group counselling as and when required in accordance with counselling guidelines.

Provide adherence and contraceptive counselling if required

Perform HIV rapid tests.

Ensure related quality control procedures are followed.

Ensure results are documented as required

Compile weekly and monthly data and reports.

Working with the Community Outreach team so that all the data collected during outreach and campaigns is properly documented

### **Required minimum education and training**

Grade 12  
Certificate in HIV counselling  
Code 10 and PDP licenses for driving

### **Professional body registration**

N/A

### **Required minimum work experience**

Minimum of 1 year in research Environment  
HIV counselling and testing Experience  
At least one years' experience of driving

### **Desirable additional education, work experience and personal abilities**

Taking the team to the implementing sites; reporting punctually on site.  
Conduct HIV counselling and testing as well as recruitment of study participants daily.  
Confidentiality, professionalism, and discretion should be always maintained.  
Ability to work with different population groups.

Should you be interested in applying for this vacancy, please send an email to [vacancies10@witshealth.co.za](mailto:vacancies10@witshealth.co.za)  
The subject heading of the email must read **PM220 \_2023** and the job title of position applying for. Please include the following documentation:

- A cover letter (maximum one page) that clearly states which vacancy you are applying for.
- A detailed CV