



### DO YOU MAKE CLIENT CARE A PRIORITY? WE DO. IF YOU DO, JOIN OUR TEAM

PathCare is a partnership of pathologists in private practice across South Africa that has been assisting doctors and healthcare professionals determine and confirm diagnoses since 1922. We are registered with the HPCSA (Health Professions Council of South Africa) and all our laboratories are SANAS accredited.

An opportunity exists for a Depot Clerk to join the team at our Cintocare, Gauteng. We are seeking an individual who displays a high level of ethics and integrity while consistently aligning with the PathCare values.

### Key Competency Requirements

- Grade 12 (Matric)
- Minimum typing speed of 30wpm
- Relevant client service/frontline experience
- Experience in a Pathology/Medical environment is highly advantageous
- Client-focused with excellent attention to detail
- Display initiative
- Ability to problem-solve
- Effective communication and interpersonal skills while demonstrating the ability to listen
- Ability to work under pressure, independently as well as in a team
- Adaptability
- A positive attitude & flexible work-style
- Must have an acceptable track record/performance record with regard to the technical and behavioural competencies required to perform in this position

### Key Responsibilities

- Performing frontline reception duties
- Checking and capturing of patient data
- Handling of payment of accounts
- Account queries
- Banking

**CLOSING DATE: Sunday, 7<sup>th</sup> August 2022**

#### COVID-19 Vaccination Requirements

PathCare supports mandatory vaccination as we believe we should be accountable in safeguarding the health and the wellbeing of all employees, patients, clients and visitors who access our facilities as well as for the protection of our families and all South Africans at large. In support of this stance, please note the following:

- PathCare has implemented a mandatory vaccination policy.
- All new employees will need to provide a copy of their vaccination certificate as proof or alternatively proof of their first vaccination prior to appointment and proof of the second vaccination prior to the completion of their probation period.
- Should any candidate have a valid medical reason as confirmed by an appropriately qualified medical practitioner and/or firmly held cultural/religious beliefs for not having the vaccination this needs to be declared upon your application for the position and will require additional motivation as per the exemption process defined in the COVID Mandatory Vaccination Policy. Further consideration to this may be given and exemption may apply, depending on the validity of the reason(s) provided as per the COVID Mandatory Vaccination Policy.
- Should Booster Vaccinations be required in the future, this will also be deemed mandatory as per the policy.
- Should you not be able to comply with the above, your application may not be successful in this process.

Applicants who meet the criteria and are interested in joining our dynamic team may email [antoINETTE.coetzee@vpath.co.za](mailto:antoINETTE.coetzee@vpath.co.za)  
Please indicate the position you are applying for – **POST NUMBER 2209** and include a comprehensive CV detailing the extent of your knowledge, skills and competencies required for this position.