



## SEBBI HOSPITAL

### JOB ADVERT

Sebbi Hospital Ltd is a Private Healthcare Centre located in Central Region of Uganda, Nansana Municipality, 5km along Hoima Road, Wakiso District. The hospital offers general and variety of specialized healthcare services inclusive of gynecology, ENT, optical, Orthopedic, Physiotherapy; among others with a modern Laboratory, Theatre, Radiology Accident and Emergency services, baby incubation centre to mention but a few; enabling our clients access to all insurance service providers. In our efforts towards increasing access to affordable and quality healthcare services, the hospital is currently opening up a state of the art Pediatric and Dental Unit to serve the increased demand for holistic services by the community henceforth searching for qualified candidates to fill the following vacancies;

**Job Title:** Incharge-Padiatric Unit  
**Reports to:** Head Nurse  
**Category:** Full-time  
**Duty Station:** Kampala, Uganda  
**Vacancies:** 1

Provide comprehensive nursing care and treatment that includes preventive, curative and health education to support and encourage a healthy living culture within the hospital clientele.

1. To take responsibility of all the equipment, tools and documents allocated to the Pediatric Unit
2. Produce monthly reports and submit to the Head Nurse indicating possible recommendations to enable the hospital achieve quality standards in serving patients.
3. Supervise, coach, mentor and counsel all staff deployed at a Pediatric unit in consultation with Head Nurse, conduct appraisal meetings during the performance assessment period and make relevant recommendations to aid human resource succession planning and decisions making.

4. Keep management updated on what happens at Pediatric Unit including reporting real time and daily incidences to the Head Nurse and responsible Officers.
5. Conduct CME's wherever necessary to patients and Nurses at Pediatric Unit.
6. Attend all management meetings and trainings wherever you are required to do so.
7. Conduct daily, weekly, monthly and annual planning and budgeting for Pediatric unit in consultation with the Patrician/s, Head Nurse, and other responsible officers.
8. Trace and make follow-ups of all requisitions in the Pediatric Unit to enable timely payments.
9. Ensure that patients at Pediatric unit are provided treatment as per Pediatrician's/Doctor's prescriptions and avoid all likely anomalies that are likely to happen immediately to responsible officers.
10. Take account of all asset, equipment and documents at the Pediatric unit.
11. Monitor the queuing system, to ensure quality service standards are provided to our children/ patients.
12. Perform any other task assigned to you by the supervisor/s.

### **Requirements**

- a. Degree/Diploma in Nursing
- b. Must possess a valid License
- c. Five(5) years' experience and some should be at the In-charge level
- d. Must possess managerial skills
- e. Strong computer skills and experience with healthcare databases and applications.
- f. Ability to build and maintain positive relationships with colleagues.
- g. Experience in effective follow-up and maintain workplace privacy.
- h. High level of integrity
- i. Strong communication skills, both written and verbal.
- j. Highly motivated with strong ability to work with little to no supervision.
- k. Familiar with health insurance operations.
- l. Experience in working in pediatric environment is an added advantage.

**Job Title:** Nurses  
**Reports to:** Incharge Nurse  
**Category:** Full-time  
**Duty Station:** Kampala, Uganda  
**Vacancies:** 5

## **Key Duties and Responsibilities**

- Administer treatment as prescribed and take vital signs for assigned patients.
- Monitor patient progress and identify any changes in status. Act on the changes to ensure comfort and safety.
- Evaluation of patients at triage and emergency
- Provide continuous nursing services in both the IPD and OPD units.
- Ensure patients are comfortable, in a healthy and secure environment to enhance quick recovery.
- Carry out observations and nursing procedures and give necessary treatment in consultation with the Medical Officer.
- Attend to all patients as allocated by the duty roster or duty allocation despite their condition
- Timely consultation when appropriate
- Participate in ward rounds, receive, admit and discharge patients while maintaining their proper historical records for reference.
- Maintain personal contact with patients, take note of their complaints, carry out corrective measures and escalate for further action if necessary.
- Manage patients with confidentiality and adherence to the professional code of conduct.
- Prepare and submit progress reports on staff activities, specific patient and covering the areas of operation.
- Perform any other duties as assigned by the supervisor

## **Requirements**

- m. Certificate in Nursing from a recognized Institute.
- n. Three (3) + years' experience in Nursing practice.
- o. Must possess patient care skills
- p. Ability to build and maintain positive relationships with colleagues.
- q. Experience in effective follow-up and maintain workplace privacy.
- r. High level of integrity and time manager.
- s. Strong computer skills and experience with healthcare databases and applications.
- t. Strong communication skills especially, both written and verbal.
- u. Highly motivated with strong ability to work with little to no supervision.
- v. Familiar with health insurance operations.
- w. Familiar with handing over protocols in health facilities.

**How to apply:**

Interested and qualified candidates should send their application papers to the Human Resource Manager, Sebbi Hospital Ltd, P. O. Box 101601, Kampala and send to either [nakakandem@yahoo.com](mailto:nakakandem@yahoo.com) or hand deliver physical application papers to Sebbi Hospital premises. Application should be accompanied with a cover letter and CV clearly indicating 2 referees with available contacts. The applicant should be comfortable with conducting a background.

Your application should reach us by close of business **15<sup>th</sup> July, 2024 at 5:00p.m.** Only qualified candidates will be notified to appear for interviews at a stipulated date. For more information, please call 0782799787/0200906014.

For more details about the hospital advert, please visit <https://www.sebbihospital.com> or find us on our LinkedIn page: Sebbi Hospital

*Sebbi Hospital is an equal opportunity employer and does not charge money or receive any kind of bribe.*