



Midlands Medical Centre (Pty) Ltd

PRIVATE HOSPITAL

Reg No 1987/002525/07

P O Box 8174 Cumberwood 3235 162-166 Masukwana Street Pietermaritzburg 3201
Tel: 033 341 5000 Fax: 033 3451947 / 033 3450818 email: info@midmedic.co.za
Website: www.midlandsmidicalcentre.co.za

VACANCY

Vacancy exists for an **Admissions Clerk** at Midlands Medical Centre Private Hospital

KEY OUTPUTS:

- Authorisation of admissions with medical aids
- Attending to WCA Queries
- Deal with patient and medical aid queries
- Admitting patients to Wards

REQUIREMENTS:

- Grade 12 certificate Essential
- Excellent Computer Skills
- Delta 9 experience
- Private Hospital experience will be an advantage
- Ability to speak isiZulu

If you are interested in the position and wish to apply, kindly email your CV and a letter of motivation to hr@midmedic.co.za before the **27th June 2019**

Ms K Budhai
HR Manager

Dr D Ross
Hospital Manager