

Identification of Position

Position Title:	Volunteer Pharmacist Assistant Learner Post Basic
Location:	Fourways, Gauteng, South Africa
Reports to:	Pharmacy Manager
Starting date:	ASAP
Contract type:	Volunteer Stipend Agreement
Deadline for application:	Close of business – 4 th August 2026

Organisational Context

Witkoppen Clinic is an award-winning BBBEE primary healthcare clinic and social welfare organisation based in Fourways, Johannesburg.

We serve the neediest and provide excellent healthcare to the informal settlements in the Northern Johannesburg area. Witkoppen prides itself that all its patients are treated with dignity and respect as people are treated holistically.

Employment Equity

Witkoppen is an equal opportunity employer and is committed to employment equity and diversity.

Relationships

He/she reports directly to the **Pharmacy Manager**

Responsibilities:

- Assist in the management of stock
- Good housekeeping
- Compliance with Good Pharmacy Practice principles
- Record management and reporting
- Quality & continuous improvement
- All duties & tasks must be undertaken in accordance with company policies and standard operating procedures as well as rules and regulations of the Health Act

Qualifications & Skills:

Essential:

- Grade 12 or equivalent with maths and science
 - Applicants must have achieved **above** 30% in both Maths & Science
- Qualified Basic Pharmacist Assistant certificate
- Computer literacy
- Attention to detail
- Customer service
- Intermediate to advanced MS Office
- Report writing skills
- Following instructions and procedures
- Legislation/SAPC scope of practice
- Corporate governance and ethics
- Registration with a pharmacy training academy
- Ability to self-fund tuition fees as per the registered training academy
- Able to work long hours and hard working

Legal Requirements:

The nature of the work at Witkoppen Clinic involves working with children and vulnerable groups, therefore, Witkoppen Clinic requires that staff are **not** listed on the National Child Protection Register or the National Register for Sex Offenders.

This will require submission of Form 07 (Application for Certificate by Person in Respect of Own Particulars), Form 29 (National Child Protection Register) to verify clearance on such databases.

Please note the following:

Training Academies:

Learners will complete their studies through one of the following recognized institutions:

- Sefako Makgatho Health Sciences University (Medunsa)
- Health Science Academy
- S Buys Academy

School Fees:

- The average school fee is **R38,000 – R50,000**, depending on the selected training academy. All costs incurred will be for your own account.

Registration:

- The **South African Pharmacy Council (SAPC)** registration fee will be **covered by Witkoppen Clinic**.

Stipend:

- Learners will receive a **transport stipend of R2 680-00** per month.

Duration:

- The full programme, covering both **PA Learner Basic** and **PA Learner Post-Basic**, runs for an average of **24 months**.

This is an excellent opportunity to gain valuable experience while studying towards a professional qualification in Pharmacy.

Applications:

The position is a **Volunteer Stipend Agreement**.

Applications will be accepted up to **4th August 2026**, or until the position is filled, whichever is earlier. Please submit your letter of motivation with a detailed CV stating your email address, telephone contact details, together with a copy of your certified ID and forward to **recruitment@witkoppen.co.za**

Only shortlisted candidates will be contacted. If you have not heard from us after 1 week of applying, please consider your application unsuccessful