

**PROVINCIAL ADMINISTRATION: KWAZULU NATAL
DEPARTMENT OF HEALTH**

NOTE : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Certified copies of ID documents, Std 10, educational qualifications, certificates of service and professional registration certificates (not copies of certified copies) and proof of current registration must be submitted together with your CV. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. PLEASE NOTE THAT DUE TO FINANCIAL CONSTRAINTS, THERE WILL BE NO PAYMENT OF S&T CLAIMS.

OTHER POSTS

POST 25/83 : **MEDICAL OFFICER GRADE 1/2 REF NO: HRM 09/2017**
Directorate: Dept of Haematology

SALARY : GR 1: R736 425.00 – R 793 341.00 p.a. (All inclusive salary package) None to less than 5 years after registration with the HPCSA as an Independent Medical Practitioner
GR 2: R842 028 .00 – R 920 703.00 (All inclusive package) 5 years to less than 10 years experience after registration with the HPCSA as an Independent Medical Practitioner

CENTRE REQUIREMENTS : King Edward VIII Hospital (KEH)
: MBCHB degree or equivalent qualification PLUS registration certificate with the HPCSA as an Independent Medical Practitioner PLUS current registration with the HPCSA (2017/2018). Knowledge, Skills, Training and Competencies required: Good clinical and communication skills, clinical or theoretical knowledge of Haematology, function as part of a team

DUTIES : Key Performance Areas: Provide clinical haematology services to King Edward VIII Hospital, provide after hour care in accordance with the commuted overtime contract, participate in the academic program in the department, teach junior staff and medical students

ENQUIRIES APPLICATIONS : Dr. N. Rapiti - 031 3603039
: All applications must be addressed to the Human Resources Manager, and should be placed in the red application box situated next to the ATM in the Admin. building or posted to Private Bag X02, Congella, 4013.

CLOSING DATE : 7 JULY 2017

POST 25/84 : **ASSISTANT MANAGER NURSING (SPECIALTY AREA) ICU TRAUMA & EMERGENCY AND RENAL UNIT REF NO: HRM 10/2017**
Kindly note that this is a re-advert, those who applied before must re-apply

SALARY : R546 315.00 per annum (an all-inclusive remuneration package)
: King Edward VIII Hospital
CENTRE REQUIREMENTS : Senior Certificate (Grade 12) or equivalent PLUS degree/diploma in General Nursing and Midwifery, post basic registration degree/diploma in Critical Care, Minimum of 8 years appropriate recognizable nursing experience after registration as a professional nurse with SANC in General Nursing, proof of current registration with SANC (2017), at least 3 years of the period referred to above must be appropriate/recognizable experience at a Management Level, certificate of service endorsed by HR as a proof of experience. KNOWLEDGE, SKILLS, TRAINING, AND COMPETENCIES REQUIRED: Knowledge and insight into nursing processes and procedures, knowledge and insight

into nursing statutes and other relevant public service acts, decision making and solving skills, interpersonal skills and conflict management skills, knowledge and implementation of batho pele principles, good communication skills, supervisory and analytical thinking skills, ability to implement national core standards, basic computer literacy, basic understanding of hr and financial policies and practices.

DUTIES

: Key Performance Areas: Ensure adequate supervision of staff and provision of quality patient care in an efficient and cost effective manner, manage and supervise utilization of all resources in the units/wards, ensure effective utilization of all infection control and prevention practices by all staff including support service and cleaning staff, supervise implementation of health care delivery policies, procedures, clinical guidelines, protocols, operational and strategic plans aimed at improving service delivery, facilitate and ensure the implementation of department priorities and national core standard, monitor and evaluate the care and management of all patients and ensure the keeping of accurate and complete patients' records, demonstrate a concern for patients, promoting and advocating proper treatment and care, monitor and evaluate staff performance, ensure effective data management, ensure ethics and professional is maintained, demonstrate effective and professional is maintained, demonstrate effective communication with staff, patients, and multidisciplinary team, excercises control over discipline grievance an all labour related issues.

**ENQUIRIES
APPLICATIONS**

: Mr. B.B. Khoza – 031 360 3026
: All applications must be addressed to the Human Resources Manager, and should be placed in the red application box situated next to the ATM in the Admin. Building or posted to Private Bag X02, Congella, 4013.

CLOSING DATE

: 30 June 2017

POST 25/85

: **ASSISTANT MANAGER NURSING (SPECIALTY AREA) ICU TRAUMA & EMERGENCY AND RENAL UNIT REF NO: HRM 10/2017**

Kindly note that this is a re-advert, those who applied before must re-apply

**SALARY
CENTRE
REQUIREMENTS**

: R546 315.00 per annum (an all-inclusive remuneration package)
: King Edward VIII Hospital
: Senior Certificate (Grade 12) or equivalent PLUS degree/diploma in General Nursing and Midwifery, post basic registration degree/diploma in Critical Care, Minimum of 8 years appropriate recognizable nursing experience after registration as a professional nurse with SANC in General Nursing, proof of current registration with SANC (2017), at least 3 years of the period referred to above must be appropriate/recognizable experience at a Management Level, certificate of service endorsed by HR as a proof of experience. KNOWLEDGE, SKILLS, TRAINING, AND COMPETENCIES REQUIRED: Knowledge and insight into nursing processes and procedures, knowledge and insight into nursing statutes and other relevant public service acts, decision making and solving skills, interpersonal skills and conflict management skills, knowledge and implementation of batho pele principles, good communication skills, supervisory and analytical thinking skills, ability to implement national core standards, basic computer literacy, basic understanding of hr and financial policies and practices.

DUTIES

: Key Performance Areas: Ensure adequate supervision of staff and provision of quality patient care in an efficient and cost effective manner, manage and supervise utilization of all resources in the units/wards, ensure effective utilization of all infection control and prevention practices by all staff including support service and cleaning staff, supervise implementation of health care delivery policies, procedures, clinical guidelines, protocols, operational and strategic plans aimed at improving service delivery, facilitate and ensure the implementation of department priorities and national core standard, monitor and evaluate the care and management of all patients and ensure the keeping of accurate and complete patients' records, demonstrate a concern for patients, promoting and advocating proper treatment and care, monitor and evaluate staff performance, ensure effective data management, ensure ethics and professional is maintained, demonstrate effective and professional is maintained, demonstrate effective communication with staff, patients, and multidisciplinary team, excercises control over discipline grievance an all labour related issues.

**ENQUIRIES
APPLICATIONS**

: Mr. B.B. Khoza – 031 360 3026
: All applications must be addressed to the Human Resources Manager, and should be placed in the red application box situated next to the ATM in the Admin. Building or posted to Private Bag X02, Congella, 4013.

CLOSING DATE

: 30 June 2017

<u>POST 25/86</u>	:	<u>PROFESSIONAL NURSE SPECIALTY GRADE 1&2 (O&G) REF NO: HRM 14/2017 – 3 POSTS</u>
<u>SALARY</u>	:	R340 431.00 per annum (an all-inclusive remuneration package)
<u>CENTRE</u>	:	King Edward VIII Hospital
<u>REQUIREMENTS</u>	:	Senior Certificate (Grade 12) or equivalent PLUS degree/diploma in General Nursing and Midwifery, post basic registration degree/diploma in Critical Care, Minimum of 8 years appropriate recognizable nursing experience after registration as a professional nurse with SANC in General Nursing, proof of current registration with SANC (2017), at least 4 years of the period referred to above must be appropriate/recognizable experience as a General Nurse, certificate of service endorsed by HR as a proof of experience. KNOWLEDGE, SKILLS, TRAINING, AND COMPETENCIES REQUIRED: Knowledge of nursing care process and procedures, nursing statutes and other relevant legal framework, leadership, organizational, decision making and problem solving abilities within the limit of the public sector, interpersonal skills include public relations, negotiation, conflict and counselling skills, financial and budgetary knowledge pertaining to the relevant resources under management, insight into procedure and policies pertaining to the nursing care, supervisory and analytical thinking skills, good communication skills.
<u>DUTIES</u>	:	KEY PERFORMANCE AREAS: Develop and implement quality assurance programs, policies and operational plans for the unit, promote quality of nursing care as directed by the professional scope of practice and standard as determined by the institution, exercise control over discipline, grievances and all labour relations issues, develop/establish and maintain constructive working relation with nursing and other stakeholders, provide a safe therapeutic environment that allows for the practice of nursing care as laid by the nursing act, occupational health and act and all other application of prescripts, to provide nursing care that leads to improve service delivery by upholding Batho Pele principles, Manage and efficient and effective use of Human and material resource.
<u>ENQUIRIES</u>	:	Mrs. M.B.Madlala – 031 360 3025
<u>APPLICATIONS</u>	:	All applications must be addressed to the Human Resources Manager, and should be placed in the red application box situated next to the ATM in the Admin. Building or posted to Private Bag X02, Congella, 4013.
<u>CLOSING DATE</u>	:	30 June 2017

DEPARTMENT OF TREASURY

The KwaZulu-Natal Department of Provincial Treasury is an equal opportunity, affirmative action employer and preference will be given to previously disadvantaged groups.

<u>APPLICATIONS</u>	:	KwaZulu-Natal Provincial Treasury, P O Box 3613, Pietermaritzburg, 3200 or 145 Chief Albert Luthuli Road, Pietermaritzburg 3200
<u>FOR ATTENTION</u>	:	Mrs L Mthimunye
<u>CLOSING DATE</u>	:	7 July 2017
<u>NOTE</u>	:	Applications must be submitted with a signed and dated Z83 Form, obtainable from any Public Service Department, and must be accompanied by a detailed CV, together with originally certified copies of your qualification including an academic record for all relevant qualification and a Matric certificate. Kindly attach an originally certified copy of a Driver's licence if required and your ID/Passport. Applicants must provide original Service records for all relevant experience, proof of management experience (where it is a requirement), job description for current position and a letter from the respective Human Resources for occupying acting positions It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). The Department discourages applications that are registered and will not be held responsible for applications sent via registered mail which are not collected from the post office. Candidates will be subjected to the verification of qualifications, reference checks as well as a criminal record check and competency assessment.

MANAGEMENT ECHELON

<u>POST 25/87</u>	:	<u>SPECIALIST: TECHNICAL LEGAL ADVISOR REF NO: KZNPT 17/25</u>
<u>SALARY</u>	:	An all-inclusive package of R 1 766 946 per annum. (3 year contract)

<u>CENTRE REQUIREMENTS</u>	:	KZN Provincial Treasury, Pietermaritzburg
	:	An undergraduate Legal qualification (NQF level 7) PLUS a post graduate qualification, preferably Legal (NQF level 8). A minimum of 10 years' experience at an executive level within a legal environment. A valid Driver's license is a must and in the case of people with disabilities who are unable to personally drive, proof of ability to meet work travel commitments has to be attached. Candidates with 10 years or more proven track record of executive level Legal Advisory and litigation experience within organs of state will be given preference. Skills, Competencies and Knowledge: Very strong legal, strategic, analytical, and negotiating skills. Policy and research skills are essential. Must be able to deliver strategic legal presentations. Strong verbal and written communications abilities, as well as advanced report writing, the ability to provide legal opinions on complex issues, and the ability to work under pressure with very tight deadlines. Strong conflict management skills.
<u>DUTIES</u>	:	Draft executive legal correspondence on behalf of HOD and MEC. Provide expert Legal support and advice to Legal staff pertaining to areas of litigation. Analyze all strategies MOU's and SLA's to identify potential legal weaknesses and develop appropriate strategies to address these shortcomings. Review and advice management on legal implications of internal policies and procedures. Provide high level Contract Management/Tender document advisory services to the HOD and MEC. Ensure the vetting of the accuracy of Forensic Reports from a legal perspective. Review Strategic internal policies and ensure they are in compliance with all statutory or legal requirements. Develop and implement appropriate strategies to address the legal skills shortage. Candidates must have the ability to evaluate and weigh all legal aspects and / or situation, and be able to provide sound solutions, with the ultimate aim of protecting the legal rights of the Department
<u>ENQUIRIES</u>	:	Mr SL Magagula, Tel No (033) 897 4307
<u>POST 25/88</u>	:	<u>TECHNICAL ADVISOR TRANSVERSAL INFORMATION TECHNOLOGY SYSTEMS</u> <u>REF NO: KZNPT 17/26</u>
<u>SALARY</u>	:	An all-inclusive package of R 1 299 501 per annum. (3 year contract)
<u>CENTRE</u>	:	KZN Provincial Treasury, Pietermaritzburg
<u>REQUIREMENTS</u>	:	An undergraduate Information Technology Systems qualification (NQF level 7 PLUS a post graduate qualification, preferably Legal (NQF level 8). A minimum of 7 years senior managerial experience in the public service coupled with a minimum of 5 years' experience in the ITS environment (including 2 years' experience in Provincial and National Financial and related systems). Knowledge and experience in project management is also a requirement Skills, Competencies and Knowledge: Knowledge of PFMA and Treasury Regulations, Supply chain management practices and instructions, strategic planning and analytical skills. Advanced knowledge of BAS, PERSAL, Hardcat and the Biometric Access Control systems. Proficiency in project management, report writing, and in MS packages i.e. word, excel and power point.
<u>DUTIES</u>	:	Provide technical advisory services on all transversal ITS support offered by KZN Provincial Treasury to the KZN Provincial Administration. Ensure the continuous enhancement of the transversal ITS in order to improve systems efficiency. Provide technical advisory services on the implementation of the ITS solutions for the department in order to ensure value for money. Provide technical advisory services on the performance of all external ITS services providers. Prepare and submit periodic reports to the Head of KZN Treasury. Conduct research and propose progressive development on ITS.
<u>ENQUIRIES</u>	:	Mr SL Magagula, Tel No (033) 897 4307