

**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.

MANAGEMENT ECHELON

POST 30/104 : **MEDICAL SPECIALIST: GRADE 1: REF NO: HRM 20/2017**
Directorate: Dept. Of Anaesthetics

SALARY : GR 1: R 991 857–R1052 712 per annum. (All inclusive salary package) plus commuted overtime None to less than 5 years actual experience after registration with the HPCSA as a Medical Specialist in Anaesthesia

CENTRE REQUIREMENTS : King Edward VIII Hospital (KEH)
: MBCHB degree or equivalent PLUS registration certificate with the HPCSA as a Specialist in Anaesthesia, or registerable with HPCSA as a Specialist PLUS annual renewal registration certificate as a Medical Specialist with HPCSA (2017/2018)
: Recommendations: Ongoing or previous research, preference will be given to a candidate in possession of an MMed or willing to register and complete an MMed within 12 months of appointment, willingness to rotate through departmental areas/hospitals as required by service needs. Knowledge, Skills, Training and Competencies Required: Sound knowledge and skills associated with the practice of Anaesthetics, ability to diagnose and manage common Obstetric Anaesthesia Emergencies, demonstrate the ability to work as part of a multidisciplinary team, knowledge of current Health Legislation and policies at Public Institutions, information management, quality assurance programs, medical ethics, epidemiology and statistics, with a demonstrated ability to perform research and potentially supervise future MMed projects, requisite clinical management in the relevant discipline, human resource management, planning, implementation and evaluation.

DUTIES : Key Performance Areas: Supervise anaesthesia related activities in the Obstetric theatre complex, devise protocols, monitor and implement quality improvement, implement and sustain an obstetric epidural service, supervise an obstetric academic program, teach and train in ESMOE, participate in the delivery of clinical Anaesthesia service at KE8H providing holistic patient care, inclusive of pre-operative assessment, intra-operative Anaesthesia and post-operative care in high-care or ward, in the S-block and obstetric anaesthesia complexes, responsible for the administration of junior staff e.g. Interns, Medical Officers or Registrars, participate in the development and ongoing provision of under graduate and post graduate teaching in Anaesthesia, assist with maintenance of standards of care and implementation of quality improvement programs within the department, provide consultative services to other surgical disciplines.

ENQUIRIES : Dr. L. Cronje Tel no: (031) 360 3424

- APPLICATIONS** : 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** : 04 August 2017
- POST 30/105** : **MEDICAL SPECIALIST REF NO: MEDSPECGI/1/2017**
Department: Gastroenterology
- SALARY** : Grade 1: Medical Specialist- R991 857 per annum, all inclusive salary package (Excluding commuted overtime). No experience required. Registrars who have completed their training may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with the Health Professions Council of South Africa
Grade 2: Medical Specialist R1 134 069 pa all inclusive salary package (excluding commuted overtime). Five (5) Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Specialist Physician
Grade 3: Medical Specialist– R1 316 136 pa all inclusive salary package (excluding commuted overtime) 10 Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Specialist Physician
- CENTRE REQUIREMENTS** : Inkosi Albert Luthuli Central Hospital
Applicants must be registered as a Specialist Physician with the Health Professions Council of South Africa. Current registration with HPCSA as a Specialist Physician. Knowledge Skills, Training and Competencies Required: Ability to teach and supervise junior staff. Middle Management Skills. Research principles. Good administrative, decision making and communication skills.
- DUTIES** : Experience and suitability to train in the sub-specialty of Gastroenterology. Control and management of clinical services as delegated by the Head of Department. Maintain satisfactory clinical, professional and ethical standards related to these services. Maintain necessary discipline over staff under his/her control. Attend to administrative matters as pertain to the unit. Conduct, assist and stimulate research. Participate in formal teaching as required by the department. Promote community-orientated services and participation in departmental outreach programmes. Conduct outpatient clinics and provide expert opinion where required. Provide both academic and clinical service functions at the Hospital, including ward rounds, outpatients clinics, clinical training ward rounds. Participate in clinical research and academic programmes in the respective clinical department. Train under- and postgraduate students on both bedside training and classroom training at the hospital. Participate in both academic and clinical administrative activities.
- ENQUIRIES APPLICATIONS** : Professor KA Newton, Tel no: (031) 260 4761
- CLOSING DATE** : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03 Mayville 4058.
18 August 2017

OTHER POSTS

- POST 30/106** : **MEDICAL OFFICER–IALCH 2 POSTS REF NO: NEUROLOGY MO/2/2017**
- SALARY** : Grade 1: Medical Officer –R 736 425per annum (All inclusive Salary Package) excluding Commuted Overtime, Experience: At least 6 months in internal medicine at MO level or above. The appointment to grade 1 requires 1 year relevant experience after registration as a Medical Practitioner with a recognised local health professional council for local graduates and a foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa.
Grade 2: Medical Officer – R 842 028 per annum (All inclusive Salary Package) excluding commuted overtime. Five years appropriate experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner of which at least 6 months must be in internal medicine at MO level or above. The appointment to Grade 2 requires a minimum of six years(6) relevant experience after registration as a Medical Practitioner with a recognised local health professional council for

local graduates and a foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa.

Grade 3: Medical Officer –R910 716 per annum (All inclusive Salary Package) excluding commuted overtime. Ten years registration experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner of which at least 6 months must be in internal medicine at MO level or above. The appointment to Grade 3 requires a minimum of 11 years (11) relevant experience after registration as a Medical Practitioner with a recognised local health professional council for local graduates and a foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa

<u>CENTRE REQUIREMENTS</u>	:	Department Of Neurology
	:	Valid current registration with the HPCSA as a Medical Practitioner. Completion of Community Service Commitment appointment. Completion of at least six months of Internal Medicine at level of Medical Officer and above. Possession of the Part 1 of the FCN degree will be considered as an advantage. South African citizens or be in possession of documentary proof of permanent residence. Skills, Knowledge, Training and Competency Required: Sound communication, negotiating, planning, organizing and interpersonal skills. Clinical competence in patient care such as treating general medical conditions, patient clinical assessment.
<u>DUTIES</u>	:	Providing a holistic in-patient and out-patient service, including preventive measures, treatment and rehabilitation. Management and investigation of patients seen by neurology as a discipline, participating in postgraduate education, personal development and all academic meetings and outreach programmes. The incumbent must be willing to rotate within the discipline as determined by the head of department.
<u>ENQUIRIES APPLICATIONS</u>	:	DR VB Patel Tel no: (+27) 31-240 2359 / 2361
	:	All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03 Mayville 4058.
<u>CLOSING DATE</u>	:	18 August 2017
<u>POST 30/107</u>	:	<u>ASSISTANT NURSING MANAGER-PN-A7: SURGICAL NURSING SERVICES</u> <u>REF NO: ANM NURS: SURGICAL/1/2017</u>
<u>SALARY</u>	:	R499 953 per annum Other Benefits: 13th cheque, Housing Allowance-Employee to meet prescribed requirements Medical Aid: optional
<u>CENTRE REQUIREMENTS</u>	:	Inkosi Albert Luthuli Central Hospital
	:	Degree/Diploma in General Nursing and Midwifery. Current registration (2016) with S.A.N.C as a General Nurse and Midwifer. Degree/Diploma in Nursing Administration will be an added advantage. At least eight (8) years post registration professional nurse experience of which at least 3 years of the period referred to above must be appropriate/recognisable experience at management level. Knowledge, Skills, Training and Competence Required: Knowledge and experience of Public Service Policies, Acts and Regulations. Sound management negotiation, inter-personal and problem solving skills. Good verbal and written communication skills. Sound working knowledge of nursing component in regional or tertiary hospitals. Knowledge of human resource management policies and practices, including recruitment, conditions of service, performance management, training and development and labour relations including disciplinary, grievance and abscondment processes/procedures. Computer literacy and information management. Basic financial management skills.
<u>DUTIES</u>	:	Ensure the provision of highest possible nursing care through adequate supervision, guidance and support. Ensure that there is efficient and effective utilization of allocated budget in the Nursing Service area--Surgical. Ensure that nursing staff is equitable allocated to units as per needs of each area. Ensures that performance of nursing staff is monitored through EPMDS system. Ensure that all nursing staff comply with all the relevant Acts / prescripts applicable within the nursing and healthcare environment. Participate in the analysis, formulation and implementation of nursing policies and procedures. Ensure that the units comply with the National Core Standards and there is continuous quality

improvement programs/projects as determined by the needs of the department. Ensure that quality is monitoring in various programs e.g. IPC, Resuscitation and Health and safety. Ensure that the patient care environment is conducive for best patient-care outcomes. Deal with labour relation issues in terms of legislative and procedural guides. Ensure that policies and practices governing conditions of service of nursing staff, including leave and exits, are adhered to. Monitoring and verification of nursing staff in the pay-point as designated. Participates in supply chain management and financial management process as determined by PFMA. Monitoring, reporting and mitigation of adverse health events in the surgical area. Implement risk assessment and monitoring to ensure quality standard of care. Ensures that the Complaints management policy and procedure is adhered to.

ENQUIRIES : Ms NO Mkhize Tel no: (031) 240 1063
APPLICATIONS : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03 Mayville 4058.
CLOSING DATE : 18 August 2017

POST 30/108 : **PROFESSIONAL NURSE: SPECIALITY NURSING STREAM 30 POSTS REF NO.: PN (SPEC NURS) /1/2017**

SALARY : Professional Nurse Grade 1: R340 431 per annum Experience: A minimum of 4 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing is required
Professional Nurse Grade 2: R418 701 per annum Experience: A minimum of 14 years appropriate/recognisable experience in Nursing after registration as Professional Nurse with SANC in General Nursing is required. At least 10 years of the period referred to above must be appropriate/recognisable experience in the specific Speciality after obtaining the 1 year post basic qualification in the relevant speciality
Other Benefits: 13th cheque, Housing Allowance: employee to meet prescribed requirements. Medical Aid: optional:

CENTRE : Inkosi Albert Luthuli Central Hospital
REQUIREMENTS : Degree Diploma in General Nursing + Diploma in Midwifery and 1 year post basic qualification in the relevant speciality. Critical Care X8 Theatre Technique x 6, Trauma x 3, Advanced Midwifery and Neonatology x 3, Nephrology x 3 Oncology x 5, Ophthalmology x 1 and Orthopaedics x 1. Current registration with SANC as General Nurse and relevant speciality. A minimum of 4 years appropriate/recognisable post registration experience as a General Nurse. Knowledge, Skills, Training and Competencies Required: Demonstrate a comprehensive understanding of nursing legislation and related legal and ethical nursing practices. Possess communication skills for dealing with patients, supervisors and other members of the multi-disciplinary team including the writing of reports when required. Good human relations displaying a concern for patients, promoting and advocating proper treatment and care including a willingness and awareness to respond to patient's needs, requirements and expectations (Batho Pele). Ability to plan and organise own work and that of support personnel to ensure proper nursing care.

DUTIES : Work as part of a multi-disciplinary team to ensure good nursing care that is cost effective, equitable and efficient. Perform a quality comprehensive clinical nursing practice in accordance with the scope of practice and nursing standards determined by IALCH. Internal rotation of staff within the relevant speciality will be exercised according to patients need. Act as shift leader in Unit when necessary. Perform duties as delegated by the supervisor of the area.

ENQUIRIES : Mrs NO Mkhize Tel no: (031) 240 1063
APPLICATIONS : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03 Mayville 4058.

CLOSING DATE : 18 August 2017

POST 30/109 : **PROFESSIONAL NURSE: GENERAL NURSING STREAM 20 POSTS REF NO: PN (GEN NUR)/1/2017**

SALARY : Professional Nurse Grade 1: R226 083 per annum. Experience: No experience required
Professional Nurse Grade 2: R278 052 per annum. Experience: A minimum of 10 years appropriate/recognisable experience in nursing after registration as Professional Nurse with SANC in general nursing is required.
Professional Nurse Grade 3: R340 431 per annum. Experience: A minimum of 20 years appropriate/recognisable experience in Nursing after registration as Professional Nurse with SANC in general nursing is required.
Other benefits: 13th cheque, Housing Allowance: employee to meet prescribed Requirements Medical Aid: optional

CENTRE REQUIREMENTS : Inkosi Albert Luthuli Central Hospital
: Degree / Diploma in General Nursing. Current registration with SANC as General Nurse. Knowledge, Skills, Training and Competencies Required: Demonstrate a comprehensive understanding of nursing legislation and related legal and ethical nursing practices. Possess communication skills for dealing with patients, supervisors and other members of the multi-disciplinary team including the writing of reports when required. Good human relations displaying a concern for patients, promoting and advocating proper treatment and care including a willingness and awareness to respond to patient's needs, requirements and expectations (Batho Pele). Ability to plan and organise own work and that of support personnel to ensure proper nursing care.

DUTIES : Work as part of a multi-disciplinary team to ensure good nursing care that is cost effective, equitable and efficient. Perform a quality comprehensive clinical nursing practice in accordance with the scope of practice and nursing standards determined by IALCH. Internal rotation of staff will be exercised according to patient's needs. Act as shift leader in Unit (when necessary).

ENQUIRIES APPLICATIONS : Mrs NO Mkhize Tel no: (031) 240 1063
: All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03 Mayville 4058.

CLOSING DATE : 18 August 2017

DEPARTMENT OF SOCIAL DEVELOPMENT

APPLICATIONS : Direct your application to: The Head of Department, Department of Social Development, Private Bag X9144, Pietermaritzburg, 3200 Or Physical Address: 174 Mayors Walk Road, Pietermaritzburg 3200

FOR ATTENTION : Dr ML Ngcogo.
CLOSING DATE : 11 August 2017
NOTE : Applications must be submitted on form Z83 and should be accompanied by a CV and original certified copies of all educational qualifications, Identity document and driver's license required by the post advertised. Applications must be forwarded to relevant address. Applicants must indicate the reference number of the post applied and the centre on Form Z83. Application forms Z83 (Application for Employment) should be fully completed and signed by the applicant. Under no circumstances will faxed or e-mailed applications be accepted. The Department is an Equal Opportunity Affirmative Action employer. Applicants who will promote the achievement of employment equity targets and who meet minimum appointment requirements will be given preference. The employment is subject to signing of the employment contract and annual performance agreement. The candidates will be required to undergo security clearance, competency based assessment and to disclose financial interests in accordance with relevant prescripts. Failure to comply with any of the above instructions will result in immediate disqualification. If the applicant has not been contacted within three (3) months after the closing date must accept that his/ her application was not successful.

OTHER POST

- POST 30/110** : **REPAIR AND MAINTENANCE COORDINATOR REF NO: DSD3/01/2017HO**
Re advertisement
- SALARY** : R334 545 per annum, Level 09
- CENTRE** : Head Office: Pietermaritzburg
- REQUIREMENTS** : Qualifications: Degree/ National Diploma in Built Environment (Quantity Surveying and Construction Management); 3-5 years' experience in building and maintenance of facilities. A valid driver's license. Knowledge: Extensive knowledge of public finance management Act; Knowledge of planning and management of construction of Physical facilities; Working knowledge of land regulation and SA Development Trust; Working Knowledge of national building regulations; Act 1996 (i.e. constitution of South Africa); Labour relations and relevant regulations; Knowledge of policies with regards to physical facilities. Skills: Computer literacy; Specification writing; Good communication; Decision making; Time management; Financial management; Project management; Interpersonal relations; Networking; Analytical and innovative thinking; Problem solving; Planning and Organising; Driving.
- DUTIES** : Ensure the provision of effective multi-year planning and technical advice in relation to maintenance; Administer the compilation of needs assessment and specifications pertaining to maintenance requirement; Supervise maintenance work done by contractors; Report on building, maintenance planning and construction; Provide budgetary allocations and expenditure in respect maintenance; Provide Assets and Human Resources Management and input to policies.
- ENQUIRIES** : Mr HB Ngwane Tel no: (033) 341 7908