

**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 42/42 : **HEAD CLINICAL UNIT: GRADE 1 REF NO: HRM 43/2017 – 01 POST**
Directorate: Urology

SALARY : GR 1: R1 550 331.00 – R 1 645 464.00 p.a. (All-inclusive salary package) plus commuted overtime on application

CENTRE : King Edward VIII Hospital (KEH)

REQUIREMENTS : MBCHB degree or equivalent qualification PLUS registration certificate with the HPCSA as a Medical Specialist in Urology PLUS proof of current registration with the HPCSA as a Medical Specialist in Urology (2017/2018), 3 years post registration experience as a Medical Specialist in Urology Recommendation: 5 years Management experience will be an added advantage Knowledge, Skills, Training and Competencies required: an in-dept. knowledge of the functioning of the Urology department, ability to perform appropriate specialized procedures within the field of expertise, assessment, diagnosis and management of patients within the field of expertise, proven academic capabilities and training experience, sound knowledge of management and human resources, sound knowledge of current health and Public service legislation and policy, good communication and supervisory skills, ability to work within a team, stress tolerance and self-confidence, capacity to build and maintain relationships, good communication skills, leadership and decision making skills

DUTIES : Key Performance Areas: Management of designated areas of responsibility within the Urology department at King Edward and St. Aidens Hospital, conducting of clinics, ward rounds and consultations to other disciplines, drawing up of protocols for patients and ward/clinic management, performance of procedures relevant to the discipline, supervision of /participation in post graduate and undergraduate training, participation in the academic programs of the department, conducting relevant research within the Department of Urology, performing regular audits of the Department, liaising with the hospital management and other agencies to ensure the efficient provision of clinical Urology services at King Edward and St Aidens Hospital, providing consultative/support services to peripheral institutions as part of the departments outreach program

ENQUIRIES : Dr. S.A. Moodley – (031) 360 3854

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 : 27 October 2017

NOTE : People with Disabilities and African females are encouraged to apply

OTHER POSTS

- POST 42/43** : **MEDICAL OFFICER GRADE 1/2 REF NO: HRM 42/2017 – 02 POSTS**
Directorate: Dept. Of Paediatrics
- 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: Proven clinical care for Paediatrics and neonatology and after hours care, undertake procedures as well as supervising and assisting medical officers and interns, to train and guide fellow Medical officers, Interns and Students, assist with the maintenance of the standards of care and implementation of the Quality Improvement Program through clinical audits, clinical case presentations and attend clinical meetings, ability to ensure that the national and provincial protocols are adhered to.
- DUTIES** : Key Performance Areas: Diagnose and initiate management of Paediatric patients and neonates, provide care for inpatients and outpatients in the Paediatrics, diagnose and therapeutic procedures, supervise junior medical staff and assist in administrative tasks, participate in representative meetings with the relevant unit, Participate in academic training programs aligned to the Department of Paediatrics and Child Health, University of KwaZulu Natal, perform after-hours service with overtime duties, be aware of the District referral system.
- ENQUIRIES APPLICATIONS** : Dr. S.A. Moodley – (031) 360 3854
: 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 NOTE** : 27 October 2017
: 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. People with Disabilities and African females are encouraged to apply
- POST 42/44** : **PROFESSIONAL NURSE SPECIALITY GRADE 1/2: REF NO: HRM 44/2017: 01 POST**
Directorate: Medical and Surgical-Trauma
- SALARY** : Gr. 1: R 340 431.00 – R 394 665.00 per annum A minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nurse
Gr.2: R 418 701.00 – R 514 962.00 per annum Minimum of 14 years Appropriate/Recognizable experience in Nursing after registration as professional

- nurse with SANC in general nursing of which 10 years must be appropriate/recognizable experience in the specialty after obtaining the one year post basic qualification in the relevant specialty Other Benefits: Medical Aid (Optional): Housing Allowance: Employee must meet prescribed requirements.
- CENTRE REQUIREMENTS** : King Edward VIII Hospital
 : Matric/Senior Certificate or equivalent qualification, Degree / Diploma in General Nursing, registration with S.A.N.C. as a General Nurse and Specialty Nurse, one year Post Basic registration Degree/Diploma in relevant specialty plus 4 years appropriate / recognizable registration experience as a General Nurse, proof of current registration with SANC, Knowledge, Skills, Training, and Competencies Required: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal framework, good communication skills-verbal and written, Co-ordination and liaison skills, problem solving skills
- DUTIES** : Key Performance Areas: assist in planning/organizing and monitoring of objectives of the specialized unit, provide a therapeutic environment for staff, patients and public, provide comprehensive, quality nursing care, provide direct and indirect supervision of all Nursing Staff/Housekeeping staff and to give them guidance and ensure continuity of patient care on all level, demonstrate effective communication patient and families with the multi-disciplinary team, other department within the hospital, assist with allocation/change list, day and night duty rosters and inputs for leave, assist in record keeping and provide statistical information on training and staffing, to assist in EPMDS evaluation of staff and implement EAP, assist in orientation, induction and monitoring of all nursing staff, to complete patient related data and partake in research, promote quality specialized nursing care as directed by scope of practice and standards determined by the relevant specialty, to assist with relief duties of the supervisor and act as junior shift-leader on both day and night shift, to partake in overall specialized unit functions, i.e. team building, effective and efficient management of all resources, liaise with professional Nurse in charge in Trauma Unit , allocation of Staff within the Directorate on rotational basis, to nurse a critically ill patient who is ventilated, on oxylog and on continuous monitoring, to nurse all types of patients regardless of diagnoses according to disease profile within the directorate, to nurse a pediatric ventilated/ trauma patient for close monitoring, to lead in resuscitation of critical patients, to be well versed with labor relations procedures, to be well versed with disaster management procedures, to implement national core standards and formulate quality improvement plans and projects to improve quality of care, to be knowledgeable about management of risks in a trauma unit and forensic nursing.
- 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** : 03 November 2017
NOTE : African males and persons with disabilities are encouraged to apply

DEPARTMENT OF TRANSPORT

The Provincial Administration of KwaZulu-Natal is an equal opportunity affirmative action employer

- APPLICATIONS** : Forward your application, quoting the relevant reference number to: Head: Transport, Human Resource Management Directorate, Private Bag X 9043, Pietermaritzburg, 3200. Applications may alternatively be hand-delivered to the Office of the Department of Transport, 172 Burger Street, Pietermaritzburg.
- CLOSING DATE** : 03 November 2017
NOTE : Applications must be submitted on the prescribed application form Z83 (which must be originally signed and dated) and must be accompanied by a detailed CV and originally certified copies (not copies of certified copies) of required educational qualifications (including academic record / statement of results) set out in the advertisement (certificates are required, however, if a certificate is only to be issued at a graduation in the future, the statement of results, together with a letter from the educational institution, indicating the date of the graduation, will be accepted), identity document as well as valid driver's licence (where a driver's licence is a requirement). Applications lacking evidence of relevant experience will not be considered. Failure to comply with these instructions will lead to

applications being disqualified. Should an applicant wish to apply for more than one post, separate applications i.e. all the documentation must be submitted for each post applied for. Non-RSA Citizens/Permanent Resident Permit holders must attach a copy of their Permanent Residence Permits to their applications. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to attach proof of such evaluation to their application. Under no circumstances will faxed applications be accepted. Receipt of applications will not be acknowledged and applicants who have not received an invitation to attend an interview within three (3) months of the closing date should assume that their application was unsuccessful. Please note that where experience is a requirement for the post, the successful candidate will be required to submit documentary proof of such work experience prior to assuming duty. A personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification) will be conducted prior to employment. All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. Shortlisted candidates will be required to submit an original SAP91 form with their fingerprints on the day of their interview. It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department. The Department of Transport reserves the right not to fill the post(s).

MANAGEMENT ECHELON

POST 42/45 : **CHIEF DIRECTOR: PUBLIC & FREIGHT TRANSPORT MANAGEMENT (REF. NO. P 33/2017)**

Kindly note that this is a re-advertisement. Applicants who applied previously and who still wish to be considered are at liberty to re-apply.

SALARY CENTRE REQUIREMENTS : R1 127 334 per annum (all Inclusive, flexible remuneration package)
: Head Office, Pietermaritzburg

: An undergraduate qualification in Transport Management / Transport Economics / Economics / Management Science and Logistics Management (NQF Level 7) as recognised by SAQA; plus A minimum of 5 years' experience at a senior managerial level; plus Possession of a valid driver's licence (minimum Code B).
Knowledge, Skills, Training and Competencies Required: Knowledge of legislation and policies pertaining to public transport, Knowledge of the Constitution, 1996, Public Service Act, 1994, as amended, Public Service Regulations, 2001 and relevant directives, determinations and collective agreements; Labour Relations Act, 1995; Basic conditions of Employment Act; 1997; Employment Equity Act, 1998 and other Public Services Legislation; Advanced knowledge of public policy analysis and public policy development processes. Advanced knowledge of strategy development, strategy management and strategy monitoring and review processes. Advanced knowledge of modern systems of governance and administration. Advanced knowledge in public finance, human capital. Advanced knowledge of public communication, public transport education, public participation and public discourse management processes. Knowledge of national, regional and local political, economic and social affairs impacting on the provincial government. Knowledge of other relevant legislation.

DUTIES : Determine and manage the strategic direction of public transportation contracts, freight transportation and public transportation policy and planning services. Participation, interpretation and implementation of National policies and ensure the development, interpretation and implementation of Departmental policies and procedures, as well as provide input into National and Provincial policies. Ensure monitoring and compliance with relevant legislation and prescripts in respect of adequate and appropriate record keeping of the activities of the Chief Directorate, and of the resources of the Chief Directorate. Facilitate and drive empowerment

ENQUIRIES
FOR ATTENTION
NOTE

- : projects with direct interventions, strategic policies and partnerships with the industry. Manage the resources of the component.
- : Ms F Sithole Tel no: (033) – 355 8870
- : Mr C McDougall
- : It is the intention of this Department to consider equity targets when filling this position.