

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

This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the department.

- APPLICATIONS** : Applications should be sent by post to, The Human Resource Manager, Town hill Hospital, Private Bag 400, Pietermaritzburg, 3200
- CLOSING DATE** : 20 April 2018
- 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, Please note that failure to comply with the above instructions will disqualify applicants. Please note that 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 14/40** : **MEDICAL SPECIALIST PSYCHIATRIST 3 POSTS REF NO: THH 03/2018**
- SALARY** : Grade 1: R991 857 - R1 052 712 per annum
Grade 2: R1 134 069 - R1 203 666 per annum
Grade 3: R1 316 136 - R1 645 464 per annum
All-inclusive salary package (this inclusive package consist of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules. Other Benefits: A fixed commuted overtime plus 13th Cheque medical aid (optional)
- CENTRE REQUIREMENTS** : Town hill Hospital
Registered as a Specialist Psychiatrist with the HPCSA. Qualifications: FCPsych (SA), MMed (Psych) or equivalent. Code 08 driver's license, computer Literacy: Word, Spreadsheet presentation and search engine software/applications.
- DUTIES** : Provide specialist psychiatric care, assessments and evaluations of mental health care users (MHCUs) both in institutions and community where indicated. Provide academic teaching and clinical training to students and trainees in medical, nursing and Allied Health Professions. Provide specialist advice, guidance and training to clinical paramedical and management staff both within the tertiary services and as part of outreach to area 2. Participate in the development of clinical management. Guidelines, protocol referral pathways for the management of MHCUs. Attend to administrative matters as pertains to the inpatient and outpatient services. Ensure the effective, efficient and economical use of allocated resources inclusive of human resource. Stimulate, participate in and supervise research. To promote teamwork and improve relations within and between other specialities and stakeholders within the referral system to improve service delivery capacity. Plan and provide continuous medical education to multidisciplinary team member. Manage performance of junior staff within the area of control and utilize EPMDS as a tool. Assist with the process to plan, monitor and evaluate the cost effectiveness of service provided. Ensure compliance with National Core Standards.
- ENQUIRIES** : Dr SRH Maharaj Tel No: (033)341 5654

OTHER POSTS

- POST 14/41** : **MEDICAL OFFICER - (GRADE 1, 2, 3) REF NO: GS 8/18**
Component – General Surgery
- SALARY** : Grade 1: R736 425 per annum
Grade 2: R842 028 per annum
Grade 3: R977 199 per annum
All inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules, Plus Commuted Overtime which is subject to the needs of the department. Incumbents will have to sign the commuted overtime contract form.
- CENTRE REQUIREMENTS** : Greys Hospital, Pietermaritzburg
Minimum Requirements: MBChB Degree PLUS Current registration with the HPCSA as a Medical Practitioner. Recommendations: Experience in General Surgery in an accredited training facility. Postgraduate qualification in surgery. Knowledge, Skills, Training and Competency Required: Basic diagnostic, clinical, investigative surgical skills. Must be service delivery orientated: Program planning, implementation and evaluation. Information management. Human resource management. Quality assurance programs. Current Health and Public Service legislation, regulations and policy. Medical ethics, epidemiology and statistics.
Grade 1: Experience: Not Applicable. Foreign qualified candidates require 1 year relevant experience after registration as a Medical Practitioner with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** Experience: 5 years appropriate experience as a Medical Officer after registration with the HPCSA as a Medical Practitioner. Foreign candidates require 6 years relevant experience after registration with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service as required in South Africa. **Grade 3:** Experience: 10 years experience after registration with the HPCSA as a Medical Practitioner. Foreign qualified candidates require 11 years relevant experience after registration as Medical Practitioner with a recognized foreign health professional council in respect of foreign qualified employees of whom it is not required performing community service as required in South Africa.
- DUTIES** : Key Performance Areas (Incumbent to provide services in the Pietermaritzburg Metropolitan Hospitals Complex which includes Grey's and Edendale hospital. Participate in the delivery of a 24-hour in-patient and out-patient surgical care within the Pietermaritzburg Metropolitan Hospitals Complex; Assist with the administration and management of surgical wards / clinics (SOPD, PSOPD) Development, monitoring and support of Surgical Services in the drainage area of the Pietermaritzburg Hospitals Complex. Participate in the development and ongoing provision of under and post-graduate teaching. Participation in clinical support and outreach to facilities referring to Pietermaritzburg hospitals. Participation in Clinical Research in the Pietermaritzburg Metropolitan Complex. To maintain moral and ethics at all costs. To ensure that Batho Pele principles are upheld.
- ENQUIRIES APPLICATIONS** : Dr V Govindasamy Tel No: 033-8973379
Applications to be forwarded to: The Human Resources Department, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200
- FOR ATTENTION NOTE** : Mrs. M. Chandulal
Directions To Candidates: The following documents must be submitted: a) Application for employment form (Z83) which is obtainable at any Government Department OR website b) Certified copies of highest educational qualifications and professional registration certificate- not copies of certified copies. c) Curriculum Vitae and certified ID copy NB: Failure to comply with the above instructions will disqualify applicants. 2. The circular minute number / reference must be indicated in the column provided on the form Z83 e.g GS 8/18. Please note due to large numbers of applications we envisage to receive, applicants will not be acknowledged. Communication will only be entered into with candidates that have been short-listed. If you have not heard from us two months after the closing date, please consider your application as being unsuccessful. The appointment is subject to positive outcome obtained from the State security

Agency (SSA) to the following checks (security clearance, credit records, qualifications, citizenship and previous employment verifications and verification from the Company Intellectual Property (CIPC).

CLOSING DATE : 20 April 2018

POST 14/42 : **MEDICAL OFFICER GRADE 1, 2 OR 3 (REF NO: UGU 01/2018)**

SALARY : (This inclusive package consist of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules)
Grade 1: R736 425 per annum
Grade 2: R842 028 per annum
Grade 3: R977 199 per annum
Other Benefits: Rural allowance (claim basis) Commuted overtime (optional)

CENTRE : Ugu Health District Office
Port Shepstone and District Mortuaries

REQUIREMENTS : Grade 1: requires appropriate qualification plus registration with HPCSA as a Medical Practitioner. Grade 2: requires appropriate qualification, registration certificate plus 5 years' experience after registration as a Medical Practitioner. Grade 3: requires appropriate qualification, registration certificate plus 10 years' experience after registration as a Medical Practitioner. Valid code EB driver's license (code 8). Non-South African citizen applicants – a Valid Work Permit in accordance with HR Circular 49/2008 obtainable from any government department. Knowledge of access to information act & relevant procedures. Knowledge of mortuary and its operation. High level of integrity & confidentiality. Knowledge of Inquest Act. Knowledge of Health Act. Knowledge of Birth and Registration Act. Knowledge of post mortems and procedures. Knowledge of the Criminal Justice System. Knowledge of court etiquette and rules of trail. Knowledge of crime scene procedures. Report writing skills. Excellent communication skills. Computer literacy. Knowledge of Occupational Health & Safety Act and IPC Guidelines. Ability to work under traumatic and stressful environment.

DUTIES : Detailed external examination of corpses and careful documentation of findings. Supervision of the protection of a body. Dissection of the viscera. Dictation of findings pertaining to the pathology as well as trauma noted during the dissection. Collection of relevant specimens for evidentiary proposes. Maintenance of the chain of custody of report and specimens taken. Preparation of draft report and review of final autopsy report. Maintain compliance to the turnaround time of post mortem reports. Oral testimony in Court. Participate in CPD activities of the services. Required to perform overtime and shift duties. Develop appropriate skills and competencies to FPO's. Improve governance including regulatory framework and policies. Supervise staff assisting with post mortem examination.

ENQUIRIES : Ms N.J. Mbadamana Tel No: 039 – 433 2459

APPLICATIONS : Ugu Health District Office; Private Bag X735; Port Shepstone; 4240

FOR ATTENTION : Mrs T. Madlala

NOTE : The successful candidate will be stationed at Port Shepstone Mortuary but will be required to go to Harding and Park Rynie Mortuaries in order to carry out post mortem services as and when required.

CLOSING DATE : 20 April 2018