

**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.**

**OTHER POSTS**

<b><u>POST 19/55</u></b>	:	<b><u>MEDICAL OFFICER - (GRADE 1, 2, 3) REF NO: GS 17/18 (X 1 POST)</u></b> Component – Oncology Department
<b><u>SALARY</u></b>	:	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, with optional Commuted Overtime. Incumbents who opt for overtime will have to sign the commuted overtime contract form.
<b><u>CENTRE REQUIREMENTS</u></b>	:	Greys Hospital, Pietermaritzburg Minimum Requirements: MBCHB Degree Plus Current Registration with the Health Professions Council of South Africa as a Medical Practitioner. Recommendations: 1 year oncology experience is an advantage. Knowledge, Skills, Training and Competency Required: Sound clinical knowledge within the discipline. Ability to deal with all medical emergencies. Knowledge of ethical medical practice. Ability to assess, diagnose and manage cancer patients. <b>Grade 1:</b> 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. <b>Grade 2:</b> 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. <b>Grade 3:</b> 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.
<b><u>DUTIES</u></b>	:	Incumbent to be based at Greys Hospital. Clinical responsibility with After Hours calls. Management of all Oncological problems/emergencies. To conduct follow up clinics. To admit, manage, discharge and follow –up all oncological cases requiring admission. To attend combined meetings and contribute to academic presentations in the Department. Undertake ongoing care of individual patients. Deal with emotional, social and physical aspects of disease for patients' and their relatives. Prescribe Chemotherapy Drugs & Radiotherapy treatments with supervision of the Specialist. Deals with Disability /Social Grants. Maintain medical records.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	DR O. EL Koha Tel No: 033 – 897 3222 Applications to be forwarded to: The Human Resources Department, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200
<b><u>FOR ATTENTION NOTE</u></b>	:	Mrs. M. Chandulal Directions To Candidates: The following documents must be submitted: Application for employment form (Z83) which is obtainable at any Government Department OR website; certified copies of highest educational qualifications and professional registration certificate- not copies of certified copies; Curriculum Vitae and certified ID copy. Failure to comply with the above instructions will disqualify applicants. The circular minute number / reference must be indicated in the column provided on the form Z83 e.g GS 17/18. 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).  
25 May 2018

**CLOSING DATE** :

**POST 19/56** : **CLINICAL PROGRAMMES COORDINATOR GRADE 01 (OCCUPATIONAL HEALTH) REF NO: UTHUK/01/2018 (01 POST)**

**SALARY** : R394 665 – R444 195 per annum  
Other Benefits: 13th cheque, Medical Aid (Optional), Home Owners Allowances (employee must meet prescribed requirements)

**CENTRE REQUIREMENTS** : Uthukela District Office  
Senior Certificate (Grade 12).A minimum of 7 years appropriate / recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing. Current SANC receipt must be attached. Proof of current or previous work experience endorsement and stamp by Human Resource. Valid driver's license EB License Code 08. Recommendation: National Diploma in Occupation Health. Computer literacy (proof must be attached). The ideal candidate must have: Ability to demonstrate knowledge of policies and practices well. Ability to consistently accept responsibility in a competent manner for owns areas of work and those of subordinates. Ability to work out own approaches to overcome problems. Demonstration of leadership qualities through motivation and support. Knowledge and experience in OHS standards and protocols .Project Managements.

**DUTIES** : Promote occupational health by ensuring that induction, in-service, orientation and training programs are developed and implemented. Institute support and guide occupational health service to all institutions within the district inclusive of onsite guidance on correct practices. Ensure establishment, sustenance and maintenance of all occupational clinics, monitor, evaluate and audit occupational health programmes and report discrepancies to promote wellness programme for the benefit of all employees. Assist in the development of the occupational health monitoring and evaluation tool and evaluate compliance thereof. Conduct quarterly occupational health audits of all occupational units and submit the report to head office. Assist with strategic planning initiatives to ensure that occupational health policies and priorities are included in all District objectives. Ensure that Uthukela District health facilities have functional occupational health clinics to provide for work related injuries, medical screening for the district staff.

**ENQUIRIES APPLICATIONS** : Mrs. C.G.k Hadebe Tel No: 036 631 2202  
All applications should be forwarded to: The Human Resources Manager Uthukela Health District office, Private Bag X 9958 Ladysmith 3370, OR Hand Delivered to HR Officer (Room 20) 32 Lyell Streets, Ladysmith 3370.

**FOR ATTENTION NOTE** : Mrs. C.G.K Hadebe  
Applications must be submitted on the prescribed Application for employment form (Z83) which is obtainable at any Government OR from website [www.kznhealth.gov.za](http://www.kznhealth.gov.za) which must be signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, Certified copy of ID document, certified copies of highest educational qualifications (not copies of previously certified copies), registration with council. The reference number must be indicated in the column provided on the form Z83 (Part A).Persons with disabilities should feel free to apply for the post. NB: Failure to comply with the above instructions will disqualify applications. Please note that due to a large of applications received, applications will not be acknowledged. However, every successful applicant will be advised of the outcome of the application in due course. The appointment is subject to positive outcome obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), credit records, citizenship) qualifications of Educational Qualification by SAQA, verification of previous experience from Employers and Verification form Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate form the South African Qualification Authority (SAQA) to their application. Non-RSA Citizens/ Permanent Residents/ Work Permit holders must submit documentary proof together with their applications. All employees in the Public Service that are presently on the same salary level but on a notch/package above that of the

advertised are free to apply. Please note that no S&T payments will be considered for payment to candidates that are invited for interview.

**CLOSING DATE** : 25 May 2018

**POST 19/57** : **CLINICAL NURSE PRACTITIONER – MOBILE CLINIC REF NO: EGUM 03/2018 (1 POST)**

**SALARY** : Grade 1: R340 431 – R394 665 per annum  
Grade 2: R418 701 – R514 962 per annum  
Other Benefits: 13th cheque/service bonus, Rural Allowance of 8%, Home owners Allowance, (Employee must meet prescribed requirements), Medical Aid (Optional)

**CENTRE REQUIREMENTS** : Institution: E G & Usher Memorial Hospital  
: Matric or senior certificate. Diploma / Degree in General nursing and midwifery or equivalent qualification that allows registration with SANC as a Professional Nurse. 1 (One) year post basic qualification in Primary Health Care accredited by SANC. Proof of current registration with South African Nursing Council as a General Nurse, Midwife and Primary Health Care Nurse (SANC Receipt for 2018). Valid driver's licence code 08 (B). Proof of current and previous experience endorsed and stamped by Human Resource (Service Certificate) must be attached. Knowledge, Skills, Training and Competencies Required: Knowledge of Nursing care and procedures. Knowledge of SANC Rules and Regulations and other relevant Legal Framework. Knowledge of Quality Assurance programmes, Batho Pele principles and Patient Rights Charter. Human Resource Management and basic financial management skills. Leadership, supervisory and report writing skills. Good communication, counselling, interpersonal relations, conflict management, decision making and problem solving skills. Recommendations: Valid driver code 10 (1) with PDP. **Grade 1:** A minimum of 4 years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. **Grade 2:** A minimum of 14 years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing of which at least 10 years must be appropriate / recognizable experience after obtaining one year Post Basic qualification in Primary Health Care.

**DUTIES** : Ensure proper utilisation and safekeeping of basic medical equipment, surgical stock, and pharmaceutical stock. Provide quality comprehensive Primary Health Care by providing promotive, preventive, curative and rehabilitative services for the clients and the community. Assist in the orientation, induction and monitoring of all nursing staff. Provide direct and indirect supervision of all nursing staff and to give guidance. Execute duties and functions with proficiency and perform duties according to scope of practice and by upholding the principles of Batho Pele. Implement Infection Control Standards and practices to improve the quality of nursing care. Ensure proper implementation of National Core Standards, quality and clinical audits. Improve the knowledge of staff and patients through health education and in-service training. Maintain a constructive working relationship with nursing and other stakeholders. Ability to plan and organise own work and that of support personnel to ensure proper nursing care in the clinic. Support the realisation and maintenance of Ideal Clinic Programme in the facility. Ensure that programmes on staff development and training are in place. Motivate junior staff regarding development in order to increase level of expertise and assist patients to develop a sense of self-care. Implement standards, practices criteria for quality nursing.

**ENQUIRIES APPLICATIONS** : Mrs W Rosewall Tel No: 039- 797 8100  
: Direct your application quoting the relevant reference number to: Human Resource Department, EG & Usher Memorial Hospital, Private Bag X 506, Kokstad, 4700. Hand delivered application may be submitted at Security Office (Application box available).

**NOTE** : Please note due to large number of applications received, applications will not be acknowledged. If you are not contacted by us three months after the closing date please regard your application as being unsuccessful. Persons with disabilities should feel free to apply for these posts.

**CLOSING DATE** : 25 May 2018