

**PROVINCIAL ADMINISTRATION: KWAZULU NATAL  
DEPARTMENT OF COMMUNITY SAFETY AND LIAISON**

- APPLICATIONS** : All applications should be forwarded to, Department of Community Safety and Liaison, Private Bag X9143, Pietermaritzburg, 3200 or hand-delivered to, 179 Jabu Ndlovu Street, Pietermaritzburg.
- FOR ATTENTION** : Ms K.S Mthembu
- CLOSING DATE** : 19 October 2018
- NOTE** : Applications must be submitted on the form Z83 and should be accompanied by certified copies of qualifications, drivers' license, Identity Document together with comprehensive curriculum vitae. Faxed applications will not be considered. Candidates must not send their applications through registered mail as the Department will not take responsibility for non-collection of these applications. Applications that do not comply with the above instruction shall be disqualified. Candidates must submit separate applications for each post applied for quoting the applicable reference number. Due to the large number of applications, only short-listed candidates will be contacted and if you have not heard from this Department within 3 months of this advertisement, please regard your application as being unsuccessful.
- OTHER POST**
- POST 40/298** : **DEPUTY DIRECTOR: POLICING POLICY REVIEWS, SAFETY MODELS AND MONITORING TOOLS REF NO: CSL40/2018**
- SALARY** : An all-inclusive remuneration package of R697 011 per annum is payable to the successful candidate. The package includes a basic salary of (70 % of package) and a flexible portion (30% of package) that may be structured in terms of the applicable rules.
- CENTRE** : Pietermaritzburg
- REQUIREMENTS** : Applicants must have an appropriate Degree or National Diploma or equivalent (NQF Level 6) in the field of Police Science or Criminal Justice and 3 to 5 years post qualification experience at junior management level in the crime prevention environment. Applicants must have a valid Driver's License (Code B) and be prepared to work extended hours. Knowledge of Public Service Act and regulations, PFMA, Knowledge of the Criminal Procedure Act, Knowledge of the SAPS Act, Knowledge of all other safety related legislation, Knowledge of project management in criminal justice, Knowledge of crime prevention policies, systems and strategies, Communication skills, Project management skills, Computer skills, Report writing skills, Financial Management skills.
- DUTIES** : To provide policing policy reviews, safety models and monitoring tools. Determine the policing and crime prevention needs of the province. Review police policy, practices, methodologies and performance and make recommendations in respect thereof. Review police and crime prevention performance monitoring tools, procedures and mechanisms. Review safety models, projects, programmes and interventions. Coordinate the accessing of community information. Financial management in respect of project implementation.
- ENQUIRIES** : Mr M.S Mnqayi, Tel No: 033 – 3419319
- NOTE** : Applicants with disabilities are also encouraged to apply.

**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 40/299</u></b>	:	<b><u>HEAD CLINICAL UNIT (INTERNAL MEDICINE) REF NO: MAD 21/2018</u></b>
<b><u>SALARY</u></b>	:	R1 643 352 – R1 744 191 per annum. The all-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules, 18% inhospitable of basic salary.
<b><u>CENTRE REQUIREMENTS</u></b>	:	Madadeni Provincial Hospital MBChB degree or equivalent qualification PLUS, A minimum of 3 Years' experience after registration with HPCSA as Medical Specialist in Internal Medicine. Registration Certificate with HPCSA as a Medical Specialist. Current registration with HPCSA as Medical Specialist. (2018 Receipt). Certificate of Service from previous and current employer endorsed and stamped by HR must be attached. Experience: A minimum of 3 Years' experience after registration with HPCSA as Medical Specialist in Internal Medicine. Knowledge, Skills, Training and Competencies required: Knowledge of appropriate specialist procedures and protocols within the field of expertise. Knowledge of legislative prescripts governing the public service. Human resources management, financial management and general administrative skills. Control of budget, monitoring expenditure and project management. Computer literacy in MS Outlook, Excel, Word and PowerPoint. Report writing, presentation and teaching skills. Strategic capability and leadership skills. Problem solving, project management and change management. Concerns for excellency, courtesy and interpersonal skills. Awareness of cross-cultural differences.
<b><u>DUTIES</u></b>	:	Key Performance Ares: Render efficient and cost-effective internal medicine services to patients managed by Madadeni Hospital and its drainage sites. Strengthen and ensure continuous clinical governance for internal medicine services within the area of jurisdiction. Ensure the rational use of resources (including laboratory investigations, medication, consumables and equipment. Deliver effective and efficient administration of the Internal Medicine Department. Plan and partake in the training of staff including Nurses, Clinical Support Personnel, Medical Officers, Interns and undergraduate Medical Students and also support relevant clinical research, clinical trials and CPD activities. Develop regional services within the field of Internal Medicine and improve the functioning of renal services. Provide clinicians with expert advice and opinion to aid diagnosis, management and treatment of patients. Conduct out-patient specialist clinics and in-patient and provide expert opinion where required. Ensure provisioning of a 24-hour service in Internal Medicine. Provide vision, strategic direction and inspire employees to deliver excellent, quality health services. Manage the performance of allocated human resources. Ensure that working environment complies with Health and Safety Act, staff adheres to the safety precautions and that staff is maintained to attain optimal productivity. Formulate and manage protocols in accordance with Department of Health policies that will have a positive impact on staff and ensure that staff is aware and adhere to protocols. Compile medium and long term expenditure framework and implement fiscal control measures on an ongoing basis. Provide measures and guidance on quality assurance to comply with set quality standards. Generate reports, plans, presentations, and perform other administrative duties attached to this position. Strengthen partnership with relevant stakeholders i.e. Tertiary hospitals i.e. Grey's and IALCH, Referral Hospitals, Community members, etc. Improve management of referrals. Maintain clinical, professional and ethical standards.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Dr HA Hlela Tel No: 034 328 8007
<b><u>FOR ATTENTION NOTE</u></b>	:	All applications should be posted to: The Recruitment Officer, Madadeni Hospital, Private Bag X6642, Newcastle, 2940 The Recruitment Officer This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. The contents of this Circular Minute must

be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - [www.kznhealth.gov.za](http://www.kznhealth.gov.za). The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of Qualifications and Identity document – not copies of certified copies. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2016. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualification Authority (SAQA) to their applications. Non –RSA Citizens /Permanent Residents/Work permits holders must submit documentary proof together with their Applications. Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. 26 October 2018

**CLOSING DATE**

:

**POST 40/300**

:

**MEDICAL SPECIALIST REF NO: MEDSPECORTHO /1/2018**

Purpose of Post: This post is primarily designed to enhance the candidates understanding and skills in Hip and Knee arthroplasty. It is hoped that candidates will have a superior understanding of Hip and Knee Arthroplasty after spending one full year in the unit.  
Department: Orthopaedics

**SALARY**

:

Grade 1: R1 051 368 per annum all-inclusive salary Package (excluding commuted overtime)  
Grade 2: R1 202 112 per annum all-inclusive salary package (excluding commuted overtime)  
Grade 3: R1 395 105 per annum (All-inclusive salary Package (excluding commuted overtime)

**CENTRE REQUIREMENTS**

:

Inkosi Albert Luthuli Central Hospital  
Applicants must be currently registered with the Health Professions Council of South Africa as a Specialist in Orthopaedic Surgery. Experience in a dedicated arthroplasty unit is an advantage (total hip and knee arthroplasty unit). Candidates must also have experience in managing severe trauma. Candidate must be able to operate independently on patients with orthopaedic trauma and uncomplicated elective orthopaedic patients requiring surgical treatment. The appointment to **Grade 1** requires appropriate qualification plus registration with the Health Professions Council of South Africa as a Medical Specialist in a normal specialty (Orthopaedics). 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 as Medical Specialist – Orthopaedics. **Grade 2:** Five (5) years post registration experience as a Medical Specialist -Orthopaedics with Health Professions Council of South Africa. **Grade 3** requires Ten (10) years post registration experience after registration as Medical Specialist – Orthopaedics with Health Professions Council of South Africa.

**DUTIES**

:

The individual will provide expert knowledge in the specialty of Orthopaedic Surgery. This encompasses primarily the assessment and treatment of patients requiring orthopaedic care. The candidate will also be responsible for teaching junior medical and paramedical staff. He is

expected to engage in research and perform administrative functions as directed by the Head of Department. He will also participate in orthopaedic outreach programmes within the framework of the Department of Health. After hours duties are mandatory. Provide orthopaedic care to patients with orthopaedic conditions, especially trauma. Provide orthopaedic services to the trauma unit and elective orthopaedic services. Be responsible for basic operations, especially for bone and soft tissue trauma. To supervise and teach new doctors in the treatment of orthopaedic conditions, especially trauma. Conduct Out-patient clinics in the hospital. Conduct patient management in the wards including both High Care and Intensive Care Unit and ensuring set standards are maintained. Doctors have to be available after hours to provide relevant emergency cover as required. Clerk all admissions and compile discharge summaries. Be responsible for all letters and assist patients with SASSA forms and medico-legal issues and forms. Conduct research in the field of orthopaedics. The incumbent will also be responsible for teaching of medical, paramedical and nursing staff. Prepare and Attend Mortality and Morbidity meetings as required and forms. Conduct research in the field of orthopaedics.

**ENQUIRIES  
APPLICATIONS**

: Dr PV Ryan Tel No: 031-240 2160  
 : 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

**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](http://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.

**CLOSING DATE**

: 19 October 2018

**POST 40/301**

: **MEDICAL SPECIALIST – NEONATOLOGY REF NO:  
MEDSPECPAEDNEONAT/2/2018**  
 Department: Neonatology

**SALARY**

: Grade1: R1 051 368 per annum excluding commuted overtime  
 Grade 2: R 1 202 112 per annum (All-inclusive salary package) excluding commuted overtime  
 Grade 3: R1 395 105 per annum excluding Commuted overtime

**CENTRE  
REQUIREMENTS**

: Inkosi Albert Luthuli Central Hospital  
 : Current registration with Health Professions Council of South Africa as Specialist Paediatrician. Current Curriculum Vitae stating clinical, teaching and research experience must be provided. Positive references from recent supervisor/s. The appointment to **Grade 1** requires appropriate qualification plus registration with the Health Professions Council of South Africa as a Specialist Paediatrician. 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 as a Specialist Paediatrician. Experience is not applicable. **Grade 2:** Experience: Five (5) years appropriate experience as a Medical Specialist after registration with HPCSA as a Medical Specialist in a normal Specialty (Paediatrician). **Grade 3:** Experience: Ten (10) years appropriate experience as a Medical Specialist after registration with HPCSA as a Medical Specialist in a normal Specialty (Paediatrician). Skills, Knowledge, Training and Competence Required: Knowledge and skills as required for registration as a Paediatric specialist. The candidate must possess good administrative, decision making and communication skills in order to function in a multi-disciplinary team environment. Candidates without the Subspecialty are obliged to undertake subspecialty training in Neonatology as personal professional development.

**DUTIES** : Provide both academic and clinical service functions at the Hospital, including ward rounds, outpatient's clinics, and clinical training ward rounds. Provide specialty services in Neonatology. Conduct self-directed study to acquire knowledge and skills to satisfy/maintain requirements to function as a sub-specialist in Neonatology). Maintain statistics of patient care and participate in departmental audit programs to assist with resource allocation. Provide administrative assistance to the Head of Unit. Assist with staff development, evaluation, and progress reporting. Supervise Paediatric registrars in undertaking patient management. Participate in undergraduate teaching in the Department of Paediatrics, Nelson R Mandela School of Medicine. Participate in clinical research. Undertake rostered after-hours duties. The incumbent has to maintain satisfactory clinical, professional and ethical standards related to all services provided.

**ENQUIRIES** : Dr R Thejpal (Clin HOD Paediatric Medical IALCH) Tel No: (031) 2401536  
**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

**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](http://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.

**CLOSING DATE** : 19 October 2018

**POST 40/302** : **MEDICAL SPECIALIST REF NO:**  
**MEDSPECCARDIOTHORSURG/1/2018 (X1 POST)**  
 Department: Cardiothoracic Surgery

**SALARY** : Grade 1: R1 051 368 per annum (all-inclusive Salary package excluding commuted overtime)  
 Grade 2: R1 202 112 per annum (all-inclusive Salary package excluding commuted overtime)

		Grade 3: R1 395 105 per annum (all-inclusive Salary package excluding commuted overtime)
<b><u>CENTRE</u></b>	:	Inkosi Albert Luthuli Central Hospital
<b><u>REQUIREMENTS</u></b>	:	Applicants must be registered as a Specialist -Cardiothoracic Surgery with the Health Professions Council of South Africa. Current registration as Specialist Cardiothoracic Surgery with the Health Professions Council of South Africa. <b>Grade 1:</b> Experience: No experience required. Registrars who have completed Registrar 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 as Medical Specialist in Cardiothoracic Surgery. <b>Grade 2:</b> Experience: 5 years appropriate experience as a Medical Specialist after registration with HPCSA as a Medical Specialist (Cardiothoracic Surgery). <b>Grade 3:</b> Experience: 10 years appropriate experience as a Medical Specialist after registration with HPCSA as a Medical Specialist (Cardiothoracic Surgery). Skills, Knowledge, Training and Competence Required: The incumbent should have a comprehensive knowledge of the specialty discipline of Cardiothoracic Surgery including all aspects of General Thoracic Surgery, and Surgery for Acquired & Congenital Cardiovascular Disease. Surgical skills in the operative management of diseases within the specialty are an absolute prerequisite. In addition, teaching and computer literacy are essential requirements. The applicant must have undergone training in a cardiothoracic unit in an accredited academic centre either within the country or elsewhere. Competence in the clinical evaluation of the cardiothoracic surgical patient, interpretation of special investigations, especially radiological, operative intervention and post-operative management are of paramount importance.
<b><u>DUTIES</u></b>	:	Provide a clinical service encompassing the diagnosis, investigation, Peri-operative care and surgical management of cardiothoracic patients. Actively participate in the academic programme run by the department for the post-graduate training of Registrars. Teaching of undergraduate and postgraduate students. To engage in academic research culminating in the publication of papers in scientific journals or the presentation of the results of such research at scientific congresses. Achieve a level of theoretical knowledge and surgical skills requisite to the training of a Cardiothoracic Surgeon. Participate in after hour services when required.
<b><u>ENQUIRIES</u></b>	:	Dr R.Madansein Tel No: 031-2402114
<b><u>APPLICATIONS</u></b>	:	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
<b><u>NOTE</u></b>	:	An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website <a href="http://www.kznhealth.gov.za">www.kznhealth.gov.za</a> . 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.
<b><u>CLOSING DATE</u></b>	:	19 October 2018

**POST 40/303** : **MEDICAL OFFICER (GRADE 1, 2.3) REF NO: GS 56/18**  
Component: Internal Medicine

**SALARY** : Grade 1: R780 612 per annum  
Grade 2: R892 551 per annum  
Grade 3: R1 035 831 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 annually.

**CENTRE REQUIREMENTS** : Pietermaritzburg Complex: (Greys & Edendale Hospital)  
: MBCHB Degree Plus Current registration with the Health Professions Council of South Africa as a Medical Practitioner by the time of appointment. Community Service Officers may apply if eligible for HPCSA registration as an Independent Medical Practitioner within 2 months of the closing date of this advertisement. **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. Knowledge, Skills, Training and Competence Required: Sound clinical and patient management skills; human resource management; information management; quality assurance programs. Current health and public service legislation, regulations and policy, and medical ethics. Recommendations: ACLS course completed (current valid certificate). Post-graduate qualifications in Internal Medicine (FCP (SA) Part 1; Diploma in Internal Medicine; Diploma in HIV Medicine.

**DUTIES** : Key Performance Area: Medical care of patients: Level of care required – medical care appropriate to Edendale (Regional) and Grey’s Hospital, (Tertiary). Diagnosing and treating medical emergencies; Managing inpatients and outpatients. Consulting on referrals from other Departments and communicating with other Departments and institutions; Sub-discipline rotations in any or all sub-disciplines of Internal Medicine will be required and may include Neurology, Dermatology and ICU, depending on the needs of the services; Rotations at facilities within the Pietermaritzburg metropole (Edendale and Greys Hospital). Outreach services to facilities in Area 2 may be required either regularly or from time to time. Overtime requirements – commuted overtime is mandatory if required by operational demands; Administration and management: Supervise junior medical staff, including in clinical work, attendance, time management, conflict management etc; Service logistics – assist in administrative aspects of running the Department e.g. roster and rotation planning, clinical and operational protocol development; Quality improvement – assist and participate in quality improvement, including audits, patient safety incident reporting and morbidity and mortality reviews. Medico-legal matters – assist with medico-legal tasks such as medical reports for insurance claims. Academic programme: Training - provide in-service training to staff or be a recipient of in-service training, as appropriate for a medical officer and to meet the needs of the service; Teaching – participate in and support departmental training programmes (undergraduate, postgraduate and in-service). This includes teaching,

examinations, administration etc as required by the programmes. Academic activities – active participation in academic activities such as journal clubs, academic presentations etc. Research – participate in departmental research. Initiation and performance of research is optional but desirable.

- ENQUIRIES** : DR C. Lee Tel No: 033 – 897 3289
- APPLICATIONS** : Applications to be forwarded to: The Human Resources Department, Greys Hospital Private Bag X9001, Pietermaritzburg, 3200
- FOR ATTENTION** : Mrs. M. Chandulal
- NOTE** : 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 56/18 .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 checks (security clearance, credit records, qualifications, citizenship and previous employment verifications and verification from the Company Intellectual Property (CIPC).
- CLOSING DATE** : 19 October 2018
- POST 40/304** : **DEPUTY DIRECTOR – FINANCE REF NO: DD: FINANCE/1/2018 (X1 POST)**
- SALARY** : R697 011per annum (Level 11) (all-inclusive salary package)
- CENTRE** : Inkosi Albert Luthuli Central Hospital
- REQUIREMENTS** : A minimum of a Bachelor's Degree/National Diploma level in the economic or accounting field plus have at least five (5) years post qualification experience in a finance department of which 3 years should have been at management level. Skills, Knowledge, Training and Competences Required: Knowledge of Public Finance Management Act (PFMA, SCM policies. Knowledge of Public Service Regulations, Strategic Planning and GRAAP & Generally Accepted Accounting Practice (GAAP) Policies. Possess good communication skills and be computer literate in the use of spreadsheets, PowerPoint and computerised accounting software such as SAP R3; good report writing skills and able to plan work, including the development of business plans, budgets and reports.
- DUTIES** : Responsible for the effective financial management of the Inkosi Albert Luthuli Central Hospital, through the implementation of financial systems and the timely submission of financial reports in strict compliance with the Public Finance Management Act (PFMA) and Generally Accepted Accounting Practices (GAAP).Maintain adequate availability and efficient utilization of staff in the finance component. Management of staff in the finance and SCM components. Develop and manage the budget process in the institution in conjunction with hospital management and other stakeholders in line with the departmental financial strategy. Improve Supply Chain Management Compliance in line with all related prescripts. Develop, customize, and ensure adherence with guidelines to ensure economy, efficiency and effectiveness in the use of resources. Develop, implement and monitor measures designed to optimize revenue collection. You will also be responsible for advising management on the management of the Public Private Partnership.
- ENQUIRIES** : Dr LP Mtshali Tel No: 031 240 1124
- APPLICATIONS** : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the



**NOTE**

entrance to the Management Building at IALCH or posted to Private Bag X03 Mayville 4058

: 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.

**CLOSING DATE**

: 19 October 2018

**POST 40/305**

: **ASSISTANT MANAGER NURSING: TRAUMA & BURNS REF NO: ANM: T&B /1/2018 (X1 POST)**

**SALARY**

: R581 826 per annum plus 13th cheque, Housing Allowance-Employee to meet prescribed requirements Medical Aid: optional

**CENTRE**

: Inkosi Albert Luthuli Central Hospital

**REQUIREMENTS**

: Degree/Diploma in General Nursing and Midwifery. One (1) year post basic qualification in Trauma/ Nursing Science or Critical Care Nursing Science. Current registration with S.A.N.C as a General Nurse and Trauma or/Critical Care Nurse. A minimum of 10 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 6 years of the period referred to above must be appropriate/recognisable experience in Trauma or Critical Care department after obtaining the 1 year post basic qualification in Trauma or Critical Care Nursing. At least 3 years of the period referred to above must be appropriate/ recognisable experience at management level. Degree/Diploma in Nursing Administration will be an added advantage. Knowledge, Skills, Training and Competence Required: Knowledge and experience of Public Service Policies, Acts and Regulations that govern the profession. Sound management negotiation, inter-personal and problem solving skills. Good verbal and written communication skills. Sound working knowledge of Nursing Management within the specialty. 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.

**DUTIES**

: Ensure the provision of nursing care through adequate supervision. Ensure the efficient and effective utilization of financial and material resources in the Domain. Ensure effective and efficient utilization of human resources. Serves as co-ordinator during internal and external disaster situations. Ensure that all nursing practices adhere to the National Core Standards. Facilitates and ensure implementation of Patients' rights Charter and Batho-Pele principles. Ensure that all nursing staff are aware and adhere to the relevant Acts / prescripts applicable within the nursing environment, and that staff welfare is maintained. Participate in the analysis, formulation and implementation of nursing policies and procedures. Monitor nursing interventions to assess whether

professional standards are being observed. Support and educate staff to assess the quality and effectiveness of nursing services and develop plans for continuous improvement. Inspect the work environment to ascertain whether conditions and practices are conducive to quality patient care and where this is not being achieved to institute corrective action. To deploy all nursing resources, within area of control, to best effect to ensure the highest standard of nursing care. Conduct performance appraisals on nursing and support staff and institute necessary developmental interventions. Deal with grievances and labour relation issues in terms of laid down policies / procedures. Ensure that policies and practices governing conditions of service of nursing staff, including leave and exits, are adhered to. Ensure that all Financial Management and Human Resource Management policies, processes and practices are adhered to. Ability to negotiate with other stakeholders, engage in problem solving and conflict management. Deal with grievances and labour relations issues in terms of the laid policies/procedures i.e. manage workplace discipline.

- 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
- 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](http://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.
- CLOSING DATE** : 19 October 2018
- POST 40/306** : **OPERATIONAL MANAGER NURSING GR 1 (SPECIALTY) – TRAUMA, EMERGENCY NURSING REF NO: GS 57/18**  
Component – Nursing
- SALARY** : Grade 1: R532 449 per annum, Plus 13<sup>th</sup> cheque, medical- aid (optional), Housing Allowance (employees must meet the prescribed requirement)
- CENTRE** : Greys Hospital, Pietermaritzburg
- REQUIREMENTS** : Diploma/Degree in Nursing or equivalent qualification that allows registration with the SANC as a Professional Nurse and Midwife. A Post–basic nursing qualification in Emergency Nursing Science with a duration of at least 1 year accredited with the SANC. Current registration with the South African Nursing Council. A minimum of 9 years appropriate experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate recognizable experience after obtaining the one year post basic qualification in the relevant specialty. Recommendation: At least 3 years of experience in a supervisor’s capacity will be an advantage, Knowledge, Skills, Training and Competency Required: Knowledge of Public Service Policies, Acts and Regulations. Knowledge

of SANC Rules and Regulations. Sound knowledge of scope of practice. Good communication, leadership, interpersonal and problem solving skills. Knowledge of Code of Conduct and Labour Relations. Ability to function well within a team. Conflict management and negotiation skills. Decision making and problem solving skills. Skills in organizing, planning and supervising. Knowledge of Batho Pele Principles and Patients Rights Charter.

**DUTIES** : Ability to provide professional leadership. Co-ordinate optimal, holistic and specialized nursing care provided within the set standards and a professional/ legal framework in the Emergency Department. Provision of Quality Nursing Care through the implementation of Standards, Policies and Procedures coupled with supervision and monitoring the Implementation thereof. To develop and ensure implementation of Nursing Care Plans. To participate in Quality Improvement Programs and Clinical Audits. Attend Mortality Meetings Monthly and ensure that avoidable factors are addressed. Identify, develop and control Risk Management systems within the unit. Uphold the Batho Pele and Patients Rights Charter principles. Provide a safe, therapeutic environment as laid down by the Nursing Act. Occupational Health and Safety and all other applicable prescripts. Maintain accurate and complete patient records according to legal requirements. Participate in staff, student and patient teaching. Exercise control over discipline, grievance and Labour relation issues according to the laid down policies and procedures. Manage and supervise effective utilization of all resources eg. human, financial, material etc. Implementation and management of Infection Prevention and Control protocols. Develop risk management strategies to mitigate factors that can harm patients including implementation of IPC guidelines and protocols. Monitor, report and investigate any patients adverse event and develop control measures. Participate in performance reviews i.e. EPMDS as well as student progress reports. Participate and ensure implementation of National Core Standards, National Health Priorities, quality improvement initiatives including national priority program plans.

**ENQUIRIES** : Mrs. K T McKenzie Tel No: 033-897 3331

**APPLICATIONS** : Applications to be forwarded to: The Human Resources Department, Greys Hospital Private Bag X9001, Pietermaritzburg, 3200

**FOR ATTENTION** : Mrs. M. Chandulal

**NOTE** : 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. 2. The circular minute number / reference must be indicated in the column provided on the form Z83 e.g GS 57/18. 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** : 19 October 2018

**POST 40/307** : **PROFESSIONAL NURSE SPECIALTY GRADE 1/2: REF NO: HRM 44/2018 (X1 POST)**  
Directorate: Psychiatry

**SALARY** : Grade 1: R362 559 – R420 318 per annum  
Grade 2: R445 917 – R548 436 per annum

		Other Benefits: Medical Aid (Optional): Housing Allowance: Employee must meet prescribed requirements.
<b><u>CENTRE REQUIREMENTS</u></b>	:	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 Psychiatry plus 4 years appropriate / recognizable registration experience as a General Nurse, proof of current registration with SANC. <b>Grade 1:</b> A minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nurse Plus one year post basic qualification in Psychiatry Specialty. <b>Grade 2:</b> A 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 speciality after obtaining the one year post basic qualification (Specialty) in Psychiatry. Recommendation: Computer literacy. Knowledge, Skills, Training, And Competencies Required: Knowledge of nursing care delivery approaches, sound knowledge of scope of practice in the area of work performance, ability to formulate patient care related policies, working knowledge of labour relations and disciplinary procedure of processes, team building and supervisory skills, good communications, leadership, interpersonal skills and conflict management.
<b><u>DUTIES</u></b>	:	Provision of optimal, holistic specialized psychiatric nursing care with set standard and within professional/legal framework, analyze the relationship between normal physiological and specific system alterations associated with mental health problems psychiatric disorders treatment, engage in clinical assessment of MHCU in a specialized psychiatric setting, evaluate the health impact of multiple life stressors and situational crisis within the context of family cycle and community, assist with the effective management of resources, development of specialized services and the role of the advanced nurse practitioner, maintain professional growth/ethical standards and set development, liaise and communicate with members of the multidisciplinary team, participate in training and research, participate in the implementation of NCS, other programs and initiatives by the department of health.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Mr. B.B. Khoza Tel No: 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.
<b><u>NOTE</u></b>	:	An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website <a href="http://www.kznhealth.gov.za">www.kznhealth.gov.za</a> . 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. Persons with disabilities and African males are encouraged to apply, however, other race groups are also not restricted from applying. Please note that due to financial constraints, there will be no payment of S&T claims.
<b><u>CLOSING DATE</u></b>	:	19 October 2018

**POST 40/308** : **PROFESSIONAL NURSE – GRADE 1, 2 &3 REF NO: ST 43/2018 (X1 POST)**  
Component: 028937

**SALARY** : Grade 1: R241 908 per annum  
Grade 2: R297 516 per annum  
Grade 3: R362 559 per annum  
Benefits: 13<sup>th</sup> Cheque, 8% Inhospitable Area Allowance Housing Allowance (Employee must meet prescribe Requirements) (Medical Aid (Optional))

**CENTRE REQUIREMENTS** : Stanger Hospital (Triage Area)  
: Degree /Diploma in General Nursing. Degree/Diploma in Midwifery. Registration with SANC as a General Nurse (2018 receipt). **Grade 1:** Experience: No Experience General Nursing plus Midwifery and (2018 receipt). **Grade 2:** Experience: A minimum of 10 years appropriate/recognized experience in Nursing after registration as a Professional Nurse with Current SANC Receipt in General Nursing. **Grade 3:** Experience: A minimum of 20 years appropriate/recognized experience in Nursing after registration as a Professional Nurse with the Current SANC Receipt in General Nursing. Knowledge, skills training and competencies required: Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework. Sound knowledge of the Scope of Practice in the area of performance. Code of conduct, Patients’ Rights Charter, Batho Pele Principles. Good communication skills. Report writing skills. Coordination skills, problem solving skills. Planning and organising

**DUTIES** : Deputizing the Operational Manager during her absence. Accurate record keeping. Collection of blood, sputum and urine specimens. TB screening and management. Management of women’s health. Health education. Conduct basic statistics analysis. Compile monthly statistical reports. Verify the integrity of data provided by the departments by comparing with previously submitted records. Implementation of programmes. Participating in doing audits. Managing the crowds. Creating a safe environment for clients. Providing health promotion to clients. Implementing guidelines. Implementing Risk Managing Plan. Implementing Infection Control Plan.

**ENQUIRIES APPLICATIONS** : Ms Q.J Cebekhulu (Assistant Manager Nursing) Tel No: 032 437 6151  
: Applications to be forwarded to: Postal Address: Human Resources Department, The Human Resource Manager, Stanger Hospital, Private Bag X 10609, Stanger 4450, Physical address: The Human Resource Department, Corner of Patterson & King Shaka Street

**FOR ATTENTION NOTE** : Mr S. Govender  
: Directions to Candidates: The following documents must be submitted, Application for employment form (Z83), which is obtainable at any Government Department or form website-[www.kznhealth.gov.za](http://www.kznhealth.gov.za). Originally signed Z83 must be accompanied by a detailed CV and originally recently certified copies of highest educational qualification/s (not copies of certified copies) of required educational qualifications set out in the advertisement plus certified I.D Copy, Updated Curriculum Vitae. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. St22/2018. Failure to comply with the above instruction will disqualify applicants. Please note that due to the number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s). This Department is an equal opportunity, affirmative

employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post. Due to the severe budget constraints, the department is experiencing, S&T will not be paid to any candidate that is attending the interview process.

- CLOSING DATE** : 19 October 2018
- POST 40/309** : **MEDICAL SPECIALIST –INTERNAL MEDICINE (GRADE 1, 2, 3) (SESSIONAL POST) REF NO: GS 55/18**  
08 Sessions per week  
Component – Internal Medicine
- SALARY** : Grade 1: R210 496 per annum  
Grade 2: R240 448 per annum  
Grade 3: R279 136 per annum
- CENTRE** : Greys Hospital, Pietermaritzburg Hospitals Complex
- REQUIREMENTS** : Minimum Requirements: MBChB or equivalent, FCP (SA) or equivalent. Current Registration with HPCSA as a Specialist in Internal Medicine. **Grade 1:** Experience: Not applicable; Registration with the HPCSA as a Medical Specialist in the relevant discipline. **Grade 2:** Experience: 5 Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in the relevant discipline. **Grade 3:** Experience: 10 Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in the relevant discipline. Recommendations: MMed or MMed (Sci). Experience or interest in a medical subspecialty. Knowledge, Skills, Training and Competency Required: Competent general medicals skills, appropriate for the level of a specialist in Internal Medicine; Ability and willingness to develop skills in various Internal Medicine subspecialties based on operational need and where possible, based on vocational interest, Ability and willingness to supervise and train junior staff, undergraduates, postgraduates, ancillary and nursing staff. Ability to apply public sector and health sector legislation, medical ethics and research ethics. Ability and willingness to participate in information management, quality assurance programmes, human resource management and financial and equipment management of relevant resources as appropriate to the post.
- DUTIES** : Key Performance Areas: Clinical Duties: Clinical service delivery in Greys Medical subspecialty services: Gastroenterology service, Other subspecialties - where possible, vocational interests will be supported. Assist with outreach services in Area 2. Academic Duties: Supervision and training of undergraduates, postgraduates, interns, medical officers and allied health care personnel. This includes: Clinical tutorials in the clinic and at the bedside, Participation in student assessments and examinations, Participation in the departmental academic and clinical meeting programs, Administrative and managerial responsibilities: Assist with departmental clinical service administration, Assist with departmental junior staff supervision, Support development of clinical protocols for the Internal Medicine service, Participate in departmental audits and quality assurance programs, Any other duties as assigned by the Head of Department.
- ENQUIRIES** : DR K. Rasmussen Tel No: 033 – 897 3289
- APPLICATIONS** : Applications to be forwarded to: The Human Resources Department, Greys Hospital Private Bag X 9001, Pietermaritzburg, 3200
- FOR ATTENTION** : Mrs. M. Chandulal
- NOTE** : 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 55/18. 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). The incumbent will be primarily based At Greys Hospital but will be expected to provide support and services for Area Two as directed by the Head Clinical Department of Internal Medicine in the following spheres.

**CLOSING DATE**

:

19 October 2018