

**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**

- POST 44/193** : **MEDICAL SPECIALIST – INTERNAL MEDICINE (GRADE 1, 2, 3) REF NO: GS 61/18**  
Component- Internal Medicine
- SALARY** : Grade 1: R1 051 368 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.  
Grade 2: R1 202 112 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.  
Grade 3: R1 395 105 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; PMB Metropolitan Hospitals Complex  
: MBChB or equivalent, FCP (SA) or equivalent. Current Registration with HPCSA as a Specialist in Internal Medicine by the time of appointment. **Grade 1:** Experience: Not applicable; Registration with the HPCSA as a Medical Specialist. **Grade 2:** Experience: 5 Years appropriate experience as Medical Specialist after registration with HPCSA as a Medical Specialist. **Grade 3:** Experience: 10 Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist. 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** : Manage the Greys Medical Acute Ward and General Medicine patients. Manage internal and external referrals to Greys General Medicine. Supervise the interdisciplinary triage and management of Internal Medicine patients. Assist or manage subspecialty services when required. Where possible, vocational interest will be supported. Participate in the after hours Internal Medicine service as required by operational need. Perform outreach services in Area 2. This may include periods of rotation to Edendale Hospital. Supervision and training of undergraduates, postgraduates, interns, medical officers and allied health care personnel. This includes: Outpatient clinics, ward rounds, clinical bedside and procedural teaching. Formal tutorials, lectures and assessments. Participation in the departmental academic and clinical meeting programs. Assisting with administration related to academic activities. Research supervision. Administrative and managerial responsibilities: Assist with departmental clinical service administration. Assist with departmental junior staff supervision and administration. Assist in 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

**NOTE** : 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

**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 NB: 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 61/18. 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** : 16 November 2018

**POST 44/194** : **MEDICAL SPECIALIST (GRADE 1-3) (FAMILY MEDICINE) REF NO: MAD 28/2018**

**SALARY** : Grade 1: R1 051 368 – R1 115 874 per annum  
Grade 2: R1 202 112 – R1 275 885 per annum  
Grade 3: R1 395 105 – 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 plus fixed commuted overtime only limited to applicable groups.

**CENTRE** : Madadeni Provincial Hospital

**REQUIREMENTS** : A basic qualification of MBChB plus Current (2018) registration with the HPCSA. Registration Certificate with HPCSA as a Medical Specialist (Family Medicine). Proof of current and previous work experience endorsed by HR (Certificate of Service). **Grade 1:** Experience: Appropriate qualification (MBChB or equivalent) plus registration with the HPCSA as a Medical Specialist in (Family Medicine). **Grade 2:** Appropriate qualification (MBChB or equivalent), registration certificate, plus Five (5) years' experience after registration with the HPCSA as a Medical Specialist in (Family Medicine). **Grade 3:** Appropriate qualification (MBChB or equivalent), registration certificate, plus Ten (10) years' experience after registration with the HPCSA as a Medical Specialist in (Family Medicine). Knowledge, Skills, Training and Competencies required: Ability to deal with Family Medicine cases under supervision of the Head of Clinical Unit. Commitment to quality and innovation. Knowledge of surgical disciplines. Sound clinical knowledge and experience in the relevant discipline. Knowledge of current Health and Public Services Legislation, Regulations and Policy including medical ethics, epidemiology and statistics. Good communication, leadership, decision-making and clinical skills. Ability to teach junior doctors and participate in continuing professional development.

**DUTIES** : Facilitate provision of emergency care as a first level of contact with patients in a Regional Hospital. Facilitate seamless patient care between the clinics, outpatient treatment and casualty. Support service delivery at PHC. Facilitate seamless patient care and referral to regional services. Provide safe, ethical and high quality of care through the development of standards and risk assessments in the area of clinical and customer care (patient perspective) in the respective specialty. Provide a full package of services including after hour services. Develop, maintain and audit the correct implementation of clinical protocols and guidelines, implement and maintain efficient, effective and seamless service delivery process within the hospital and referring facilities. Plan and provide continuous medical education to multidisciplinary team members and conduct and stimulate research. Manage

performance of junior staff within the area of control. Align clinical service delivery plans and priorities with hospital plans and priorities. Undertake appropriate clinical audit to monitor performance of the service. Participate/ facilitate outreach. Accept delegated responsibility from the Clinical Head of the unit. Liaison with Clinical Head regarding service delivery. Facilitate accreditation of the hospital as an NHI pilot site by ensuring compliance with the National Core Standards. Manage Human Resources with a vision to create a dynamic workforce that responds positively to patient care. Manage financial resources to create an efficient health services delivery system.

- ENQUIRIES** : Dr HA Hlela Tel No: 034 328 8007
- APPLICATIONS** : All applications should be posted to: The Recruitment Officer, Madadeni Hospital, Private Bag X6642, Newcastle, 2940
- FOR ATTENTION** : The Recruitment Officer
- NOTE** : 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.
- CLOSING DATE** : 16 November 2018
- POST 44/195** : **MEDICAL OFFICER GRADE1, 2 AND 3 REF NO: MBO 20/2018 (X1 POST)**
- SALARY** : Grade 1: R780 612 - R840 942 per annum  
Grade 2: R892 551 - R975 945 per annum  
Grade 3: R1 035 831 - R1 295 025per annum
- CENTRE** : Mbongolwane District Hospital
- REQUIREMENTS** : Senior certificate/ Matric or equivalent. MBCHB degree or equivalent qualification Plus Proof of current registration with HPCSA as a Medical Practitioner. Certificate of registration with HPCSA as a Medical Practitioner. Certificate of service from current/ previous employers stamped by HR must be attached. Knowledge, Skills, Training and Competencies required: Knowledge of current health legislations and policies at public institutions. Knowledge in national quality standards relating to primary health care. Sound knowledge of nation TB programme and ARV programme including STIs and PMTC. Sound knowledge of Maternal and Child Health. Knowledge on information management and quality improvement strategies. Ability to function with Multidisciplinary team. Sound knowledge and clinical skills. Excellent human communication and leadership skills. Good team building and problem solver. Good communication and interpersonal skills. Willingness to teach and supervise junior staff.
- DUTIES** : Clinical responsibility including examination, investigate, diagnose and oversee treatment of patients in OPD/ casualty, Maternity, Paediatric and adult wards. Perform necessary and appropriate emergency lifesaving procedures. Diagnose and facilitate referrals centred care. Maintain accurate and appropriate health records in accordance with the legal and ethical considerations and continuity of

patient care. Ensure proper hand over of critically ill patients when going off duty. Provide preventive health interventions and measures to promote health care measures to promote health care. Undertake continuing medical education and professional development and study professional literature to keep abreast with current medical practice. Performance required administrative duties. Collaboration with medical practitioners and other health care workers in neighbouring health institutions.

- ENQUIRIES** : Dr OA Olowe Tel No: 035 4766242 ext. 141
- APPLICATIONS** : All applications should be posted to: The CEO, Private Bag X126, Kwa-Pett, 3280 or hand deliver to Mbongolwane District Hospital
- FOR ATTENTION** : Human Resource Practices
- NOTE** : 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 certificates, Identity document and Driving Licence – not copies of certified copies. The Circular minute number must be indicated in the column (part A) provided therefore on the Z83 form. 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). Due to the large number of applications, receipt of applications will not be acknowledged. However, every applicant will be advanced of the outcome of his/her application, in due course. Please note that No Faxed, E-mailed or late applications will be accepted and considered.
- CLOSING DATE** : 16 November 2018
- POST 44/196** : **DEPUTY DIRECTOR HRM SERVICES REF NO: AMAJ05/2018 (X1 POST)**  
(All those who previously applied are encouraged to re-apply)
- SALARY** : R697 011 per annum. Other Benefits: 13<sup>th</sup> Cheque, Medical Aid (Optional), Housing Allowance: Employee must meet prescribed requirements
- CENTRE** : Amajuba Health District Office: Newcastle
- REQUIREMENTS** : Grade 12 senior Certificate or equivalent qualification Plus a Bachelor Degree/ National Diploma in HR Management /Human Sciences. A minimum of 3 years' managerial experience, in a health service delivery environment. Proof of Computer Literacy & Qualifications in MS Software Applications such as Word, Excel, Power point & Outlook. PERSAL Certificates. Proof of Valid Driver's License. Attach applicable proof of current or previous employment experience endorsed by HR Department or relevant Employer. Knowledge, Skills, Training and Competencies Required: Project management and Strategic planning. An understanding of the "push" factors affecting human resource supply and demand within the health sector. Ability to prioritize issues and other work related matters so as to comply with time frames. Broad knowledge of HR practices and disciplines. Excellent management, facilitation, communication and interpretation skills. Expert knowledge legislative and policy framework informing the area of operation. Ability to capture and communicate the essence of recommendation in a concise and clear corporate language. Ability tom prioritize issues and other work related matters in order to comply with tight deadlines. A clear understanding of challenges facing the Public Sector.
- DUTIES** : Ensure and facilitate the consolidation of an integrated HR Plan for the District and monitor and evaluate the performance of Institutions to accomplish the identified human resource management indicators, provide early warning and develop innovative solutions to overcome identified problem areas. Oversee and manage processes for the alignment of organizational and post establishment structures within the District in line with emerging service delivery demands as well as the imperatives set by the Annual Performance Plan of the District, the Service Transformation Plan of the Department, Budget allocations as well as standards

and workload statistics. Oversee the effective implementation of Human Resources management policy Imperatives in institutions and ensure consistency in the application thereof. Ensure as well coordinated and integrated approach to develop sound labour relations and within the District, promote staff wellbeing, safety, performance management and development system (EPMDS). Manage the utilization of resources allocated to the Section inclusive of the development of staff.

- ENQUIRIES** : Dr Amet Tshabalal Tel No: 034-328 7000
- APPLICATIONS** : All applications should be forwarded to: The District Director Amajuba Health District Office KZN Department of Health, Private Bag X6661, Newcastle, 2940 or Hand delivered to: 38 Voortrekker Street, Newcastle.
- NOTE** : Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity Document and Driver's License (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will not be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. 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 of the advertised post are free to apply. Preference will be given to an African males and people with disabilities.
- CLOSING DATE** : 16 November 2018
- POST 44/197** : **OPERATIONAL MANAGER NURSING--(SPECIALTY) MATERNITY REF NO: OMNM 01 /2019**  
Directorate: Dundee Hospital
- SALARY** : R532 449 (13% cheque, housing allowance (employee must meet prescribed requirements) medical aid (optional) 12% rural allowance
- CENTRE** : Dundee Hospital
- REQUIREMENTS** : Matric Senior Certificate (Grade 12), Diploma / Degree in nursing or equivalent qualification that allows registration with the SANC as Professional Nurse and Midwife. 1 year Post Basic Qualification in the specialty (Midwifery and Neonatal Nursing Science). A minimum of 9 years appropriate/ recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. At least 5 years of the period referred to the must be appropriate/ recognizable experience in specific specialty after obtaining the 1 year basic qualification in the relevant specialty. Current proof of registration with SANC 2018. Proof of current/ previous work experience and stamped by the employer(s) must be attached. Recommendation: Proof of Computer literacy, Degree/ Diploma in Nursing Management. Knowledge, Skills and Competencies Required: Knowledge of nursing care process and procedures, nursing and other relevant legal Frameworks. Knowledge of labour relations. Knowledge and experience in implementation of Batho Pele Principle and Patients, Right Charter, Code of conduct. Financial and budgetary knowledge pertaining to the relevant resources under Management. Leadership, organizational, decision making and problem solving abilities within the limit of the public sector and institutional policy framework. Interpersonal skills including public relations, negotiating, conflict handling and counselling skills. Knowledge of National Core Standards.

**DUTIES** : Coordination of optimal, holistic specialized nursing care within set standards and professional/ legal framework. Ensure accurate and reliable statistics and reports generated through the information management section. Monitor and evaluate the effectiveness of nursing staff development practices in the hospital against set standards with view to identify and address problem areas timeously. Ensure the effective, efficient and economical use of all allocated resources, including human resources. Provision of effective support to nursing services. Coordination of the provision of effective training and research. Maintain professional growth/ ethical standards and self-development. Participate in all initiatives with an aim to achieve quality service provision. Ensure that units comply with National Core Standards, Batho Pele principles to meet needs and demands of the clients. Strengthen implementation of MCWH Programme as per National Guidelines. Participate in PPIP Programmes. Assist with perinatal mortality review meetings.

**ENQUIRIES** : Mrs. N.T Mkhize, Tel No: 034 212 1111 Ext 268

**APPLICATIONS** : Applications should be delivered to: KwaZulu-Natal Department of Health, Dundee Provincial Hospital, 121 McKenzie Street, Dundee, 3000 Postal Address Dundee Provincial Hospital, Private Bag X2011, Dundee, 3000

**NOTE** : Employment Equity Plan: African Male

**CLOSING DATE** : 16 November 2018

**POST 44/198** : **OPERATIONAL MANAGER: PRIMARY HEALTH CARE SUPERVISOR GRADE 1: REF NO: CBH12/2018 (X1 POST)**

**SALARY** : R532 449 – R617 253 per annum. Other Benefits: 8% rural allowance, 13<sup>th</sup> cheque, Medical aid (optional) and Home owners' allowance (employee must meet a prescribed requirements)

**CENTRE** : Catherine Booth Hospital

**REQUIREMENTS** : Standard 10 or Grade 12. Diploma in General Nursing and Midwifery. Current registration with SANC 2018 to practice. Certificate/s of service endorsed and stamped by HR department from current / former employer. A minimum of 9 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. At least 5 years of the period referred to the above must be appropriate / recognizable experience after obtaining 1 year post basic qualification in Primary Health Care. Good report writing and time management skills. Understanding of nursing legislation, ethical nursing practices and how these impacts on service delivery. Good communication, interpersonal relations, counselling, conflict management skills and decision making. Knowledge of all applicable legislations such as Nursing Acts, Mental Act, OH&S Act, Batho Pele etc. Principles and Patients' Rights Charter, Labour Relations Act, Grievance Procedures and Finance Policies etc. Leadership, organizational, decision making and problem solving, conflict handling and counselling co-ordination and planning skills. Ability to assist in formulation of patient care related policies. Computer skills.

**DUTIES** : Leadership, development of capacity and supervision of PHC and engage all stakeholders. HR management. Ensure National PHC package is implemented and monitored in all areas. Facilitate, ensure and monitor service integration and stakeholder, DOH partners and other Government Departments involvement. Monitor implementation of all programmes and ensure that targets are met. Ensure effective and efficient utilization of resources. Advocate for resources at managerial level, and input into the budget for PHC in the service area.

**ENQUIRIES** : Mrs. P.Z Mbonambi Tel No: (035 474 8407/8/9)

**APPLICATIONS** : All applications should be forwarded to: Catherine Booth Hospital: Private Bag X105, Amatikulu, 3801 or Hand deliver to: KwaKhoza Reserve, Ezingwenya Area, Umlalazi Municipality Ward15, Amatikulu, 3801

**NOTE** : The following documents must be submitted: Application for employment form (Z83), obtainable at any Public Service Department or from the website-[www.kznhealth.gov.za](http://www.kznhealth.gov.za), Matric certificate, identity document, copy/copies of highest qualification(s), Proof of registration, Proof of citizenship if not RSA citizen (all certified copies must be not more than three months old), A comprehensive CV indicating three reference persons: Names and contact numbers. Reference checks will be done on nominated candidate(s), Security checks, security vetting, qualification verification and criminal checking. Note: Failure to comply with all of

the above mentioned directions to candidate(s) will result in your application not being considered. Please note that due to the large number of applications we envisage to receive; only shortlisted candidates will be contacted. Preference will be given to African Male. The Department is an equal opportunity, affirmative action employer, whose aim is to promote representatives in all levels of all occupational categories in the Department and persons with disabilities should feel free to apply for the post and people who applied before should feel free to re-apply for the post.

**CLOSING DATE** : 16 November 2018

**POST 44/199** : **OPERATIONAL MANAGER NURSING (GATEWAY CLINIC) REF NO: CH16/2018**

**SALARY** : R532 449 – R599 274. 13<sup>th</sup> Cheque/service bonus, Medical Aid optional, 12% Rural Allowance, Home Owner's Allowance (Employee must meet prescribed requirements).

**CENTRE** : Ceza District Hospital

**REQUIREMENTS** : A Grade 12 Certificate, Diploma/Degree in General Nursing Science as a General Nurse and Midwifery that allows registration as a professional nurse with SANC. Current registration with SANC. A minimum of 9 years appropriate/recognizable nursing experience after registration as professional nurse with SANC in General Nursing. At least 5 years of the period mentioned above must be appropriate/recognizable experience after obtaining the 1 year post basic qualification in primary health care recognizable by SANC. Knowledge, Skills and Competencies: Relevant legal framework such as Nursing Act, Mental Health Act, OH&S Act, Batho Pele, Patient Right's Charter, Labour Relations Act, Grievance Procedure, etc. Leadership, organizational, decision making and problem solving, conflict management and counselling. Good insight of procedures and policies pertaining to nursing care.

**DUTIES** : Provide quality comprehensive community health care according to PHC the Package, targeting hard to reach areas. Ensure Nurses practice under the realization of all legal prescripts and according to SANC Act. Promote professionalism and nursing ethics. Facilitate report compilation. Facilitate quality Data management. Facilitate community involvement through community dialogues, attend OSS, and work with WBOTS, to address community needs. Ensuring proper utilization and safekeeping of basic medical equipment. Ensure effective management of all resources. Ensure Batho Pele and Patient Charter principles are implemented. Ensure implementation of Priority Programs, IDEALS, MCWH, NCS, IPC, etc, for quality service delivery.

**ENQUIRIES** : Mrs M.P. Msane Tel No: 035 8325035

**APPLICATIONS** : All applications must be forwarded to: The Chief Executive Officer, Ceza Hospital, Private Bag X200, Ceza, 3866. Hand delivered may be submitted to Chibini Main Road, Human Resource Section, Ceza Hospital, before 16h00 on or before the closing date.

**FOR ATTENTION** : Mr E.S. Mazibuko, Human Resources, Tel No: 035 8325018

**NOTE** : Applications should be submitted on form Z83 obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za) and should be accompanied by a CV (experience must be comprehensively detailed) and certified copies of qualification certificates plus registration certificates. Certificate of Service must be endorsed by Human Resources. Certified copy of identity document. No faxed or emailed applications will be considered. The Department reserves the right not to fill the post after advertisement. The appointments are subject to positive outcomes obtained for the Pre-employment checks which will be conducted by the Department for the following i.e. Security Clearance /vetting, Security Clearance for criminal records, credit records (Financial, assets records, etc), validation of identity document, drivers license, professional driving permit (where required). Citizenship/permanent residency, Company Intellectual Property Commission (CIPC)- Business Interests, Verification of Educational qualification (SAQA), verification of employment history/reference checks-previous experience from employers. Applicants are respectfully informed that correspondence will be limited to shortlisted candidates only "People with disabilities are encouraged to

		apply. Shortlisted candidates will not be compensated for Subsistence and Travelling claims (S&T).
<b><u>CLOSING DATE</u></b>	:	16 November 2018
<b><u>POST 44/200</u></b>	:	<b><u>CONTROL ENGINEERING TECHNICIAN GRADE A AND B: REF NO: AMAJ07/2018 (X1 POST)</u></b> (All those who have previously applied are encouraged to re-apply)
<b><u>SALARY</u></b>	:	R422 139 per annum. Other Benefits: 13 <sup>th</sup> Cheque, Medical Aid (Optional), Housing Allowance: Employee must meet prescribed requirements
<b><u>CENTRE REQUIREMENTS</u></b>	:	Amajuba Health District Office: Newcastle Standard 10/ Grade 12 Plus Degree or National Diploma in Civil, Building, Structural or Electrical Engineering, Plus Six years post qualification technical experience. Compulsory registration with ECSA as a Professional Engineering Technician. Proof of valid Code B Driver's License (Code 8). Proof of Computer Literacy: MS Office Software Applications such as Excel, Power Point, Word, etc. Knowledge, Skills, Training and Competencies Required: Sound project management skills, analytical thinking, computer literacy, team building and training skills. Sound knowledge of all trades and engineering systems installed and used by health facilities and strong structural and technical ability across all disciplines including structural, electrical, mechanical, refrigeration and civil aspects. Sound knowledge of financial, human and labour relations management. An understanding of the challenges facing the public health sector. Ability to priorities issues and other work related matters and to comply with the time frames. Ability to work to specification, translate planning inputs to practical construction and maintenance results. High level of accuracy and quality. Interpretation of relevant policies. Understanding of building regulations and relevant by- laws. Effective external and internal communicator.
<b><u>DUTIES</u></b>	:	Oversee the development and implementation of plans for upgrading or building of Hospital Equipment, Forensic Mortuaries, EMS, Nursing Campus, Environmental Health, CHC, VCT, PMTCT, Park homes and Clinics. Inspect and approve sites planned for the construction of new health facilities to establish the suitability thereof to the environment and surrounding infrastructure. Perform periodic inspection of building sites with engineering consultants to ensure that building practices comply with plans and specifications. Monitor that preventative maintenance is being conducted at all relevant health facilities and ensure planned and unplanned maintenance is carried out of appropriately and timely. Develop and review annual District infrastructure program implementation plans and budget planning for the sub component. Manage the District infrastructure budget to ensure that planned spending patterns meet planned time frames on maintenance including Hospitals, clinics, Mortuaries and EMS bases. Provide technical support to all Engineering and Artisan staff at Hospitals and related facilities. Manage District infrastructure and assume overall managerial responsibility for the supervision, development and guidance of all infrastructure development Sub Component staff in the District. Support all PHC facilities and Hospitals to meet National Core Standards. Support all PHC facilities to meet Ideal health Facility standards.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Mrs C.M Khumalo Tel No: 034-328 7000 All applications should be forwarded to: Human Resource Office: KZN Department of Health, Private Bag X6661, Newcastle, 2940 or Hand delivered to: 38 Voortrekker Street, Newcastle
<b><u>NOTE</u></b>	:	Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity Document and Driver's License (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will not be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of



previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. 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 of the advertised post are free to apply. Please note that there is no direct appointment, to grade B. The candidate will only progress to the next grade through performance assessment. Candidates who are already on grade B are free to apply for this post. Preference will be given to an African male.

- CLOSING DATE** : 16 November 2018
- POST 44/201** : **OPERATIONAL MANAGER NURSING (GENERAL) REF NO: SAP 18/2018**  
Re-advertisement (This is a re-advertisement; candidates that applied previously may re-apply)
- SALARY** : R420 318 – R473 067 per annum plus 13<sup>th</sup> Cheque, Rural Allowance, Medical Aid (Optional), Housing allowance (Employee must meet prescribed Requirements)
- CENTRE** : St Apollinaris Hospital (Outpatient Department)
- REQUIREMENTS** : Senior Certificate (Grade 12) or equivalent qualification; Degree/Diploma in General Nursing and Midwifery or equivalent qualification that allows registration with the SANC as Professional Nurse. Registration with SANC as a Professional Nurse and midwifery PLUS.A minimum of seven (7) years' experience in nursing after registration as Professional Nurse with the SANC in General Nursing. SANC receipt for the current year. Skills: Demonstrate effective communication with patients, supervisors and other health professionals and junior colleagues including more complex report when required. Work as part of the multi-disciplinary at unit level to ensure good nursing care by the nursing team. Work effectively, co-operatively amicably at a supervisory level with persons of diverse intellectual; cultural racial or religious differences. Display a concern for patients promoting and advocating and facilitating proper treatment and ensuring that the unit adheres to the principles of Batho Pele. Demonstrate basic computer literacy as a support tool to enhance service delivery.
- DUTIES** : Demonstrate an in depth understanding legislation and related legal and ethical nursing practices and how this impacts on service delivery. Co-ordinate and monitor the implementation of nursing care plan and evaluation thereof. Ensure clinical nursing practice by the nursing team (unit) in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Provision of administrative services. Maintain a constructive working relationship with nursing and other stakeholders. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Utilize human, material and physical resources efficiently and effectively. Demonstrate a basic understanding of HR and financial policies and practices. Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care.
- ENQUIRIES** : Miss NR Njobe Tel No: (039) 833 8000/8013
- APPLICATIONS** : Direct your application quoting the relevant reference number to: The Chief Executive Officer, St. Apollinaris Hospital, Private Bag x206, Creighton, 3263, Hand delivered applications may be submitted to Human Resource Section, St Apollinaris Hospital or be dropped in the application box at Security Department on or before the closing date before 16:00.
- FOR ATTENTION** : Human Resources Section
- NOTE** : Applications should be submitted on form Z83 obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za) and should be accompanied by a CV (experience must be comprehensively detailed) and certified copies of qualification certificates plus registration certificates. Certificate of service endorsed by Human Resources. Certified copy of Identity Document. No faxed or e-mailed applications will be considered. The appointments are subject to positive outcomes obtained for the Pre-Employment Checks which will

be conducted by the Department for the following i.e. Security Clearance/vetting, Security Screening for Criminal Records, Credit Records (Financial, Asset Records, etc.), validation/verification of Identity Document (ID), Driver's Licence, Professional Driving permit (where required), Citizenship/ Permanent Residency, Company Intellectual Property Commission (CIPC) - Business Interest/s, verification of Educational Qualifications by the South African Qualifications Authority (SAQA), verification of Employment History/ reference checks - previous experience from Employers. Applicants are respectfully informed that correspondence will be limited to short-listed candidates only. "People with disabilities should feel free to apply and the target group in terms of employment equity target for the advertised post is an African male." The Department will not be liable where applicants use incorrect/no reference numbers on their applications. Due to financial constraints Short-listed candidates will not be compensated for S & T claims.

<b><u>CLOSING DATE</u></b>	:	16 November 2018
<b><u>POST 44/202</u></b>	:	<b><u>OPERATIONAL MANAGER NURSING (GENERAL) (TB/ MDR) REF NO: MAD 04/ 2018</u></b>
<b><u>SALARY</u></b>	:	R420 318 – R473 067 per annum plus 8% Inhospitable Allowance, 13th cheque, medical Aid (Optional) and housing allowance (employee must meet prescribed requirements)
<b><u>CENTRE</u></b>	:	Madadeni Provincial Hospital
<b><u>REQUIREMENTS</u></b>	:	Basic R425 Degree/ Diploma in General Nursing and Midwifery. Minimum of 7 years appropriate recognizable experience in nursing after registration as a professional nurse with SANC in General Nursing. Proof of Current registration with SANC (2018 Receipt). Certificate of Service from previous and current employer endorsed and stamped by HR 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, project management skills and report writing skills. Strong interpersonal, good communication, counselling, interpersonal relations, conflict management, decision making and problem solving skills. Knowledge of policy directives informing HIV/Aids/ TB programme in the department. Ability to implement innovative strategies to bring about desired behavioural changes. Ability to effectively communicate with a wide range of stakeholders. Proven initiative decisiveness and the ability to acquire new knowledge swiftly.
<b><u>DUTIES</u></b>	:	Manage and monitor proper utilization of human, financial and physical resources: TB/ MDR Units. Explore opportunities for development and ensure training and development of staff. Deal with grievances and labour relations issues in terms of the laid down policies/procedures i.e. manage workplace discipline. Participate in the development of business plans and promote ways of containing health care costs without compromising standards. Manage and control assets. Ensure proper implementation of the budget by monitoring, projecting and reporting expenditure. Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures. Ensure the awareness, compliance and adherence to the relevant acts/prescripts applicable within the nursing environment. Ensure compliance by NCS, 90/90/90 projects etc. Audit records by analysing data, identification of health indicators and risk factors as well as coordinate the conducting of client satisfaction survey. Develop and implement quality improvement plan. Implement the Nursing Act and Regulations, Code of Ethics and Professional Practice of the South African Nursing Council. Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care. Treat complex health conditions presented at health care facilities. Supervise the collection and analysis of data through community assessment and involve clients in assessing their health needs and provide advice during clinic visits. Coordinate and monitor the implementation of nursing plan and evaluation thereof. Maintain constructive working relationship with nursing and other stakeholders (i.e. inter-professional, inter-sectoral and multi-disciplinary

		teamwork). Provide relevant health information to health care users to assist in achieving optimal health care and rehabilitation of patients.
<b><u>ENQUIRIES</u></b>	:	Ms ZE Gumede Tel No: 034 328 8137
<b><u>APPLICATIONS</u></b>	:	All applications should be posted to: The Recruitment Officer, Madadeni Hospital, Private Bag X6642, Newcastle, 2940
<b><u>FOR ATTENTION</u></b>	:	The Recruitment Officer
<b><u>NOTE</u></b>	:	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 - <a href="http://www.kznhealth.gov.za">www.kznhealth.gov.za</a> . 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.
<b><u>CLOSING DATE</u></b>	:	16 November 2018
<b><u>POST 44/203</u></b>	:	<b><u>OPERATIONAL MANAGER NURSING (GENERAL) (OPD) REF NO: MAD 29/2018</u></b>
<b><u>SALARY</u></b>	:	R420 318 – R473 067 per annum plus 8% Inhospitable Allowance, 13th cheque, medical Aid (Optional) and housing allowance (employee must meet prescribed requirements)
<b><u>CENTRE</u></b>	:	Madadeni Provincial Hospital
<b><u>REQUIREMENTS</u></b>	:	Basic R425 Degree/ Diploma in General Nursing and Midwifery. Minimum of 7 years appropriate recognizable experience in nursing after registration as a professional nurse with SANC in General Nursing. Proof of Current registration with SANC (2018 Receipt). Certificate of Service from previous and current employer endorsed and stamped by HR must be attached. Knowledge, Skills, Training and Competencies required: Demonstrate an in-depth understanding of nursing legislation and related legal and ethical Nursing. Practices. Knowledge and experience of the Public Service Policies, Acts and Regulations. Sound management, negotiations, interpersonal and problem solving skills. Good verbal and written communication skills. Sound working knowledge of nursing management with specialty. Knowledge of labour relations and disciplinary procedures. Basis financial management skills.
<b><u>DUTIES</u></b>	:	Ensure clinical nursing practice by the nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Demonstrate a basic understanding of HR and financial policies and practices. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Work as part of a multi-disciplinary team at unit level to ensure good nursing care by the nursing team. Work effectively and amicably, at a supervisory level, with persons of diverse intellectual, cultural, racial or religious differences. Able to manage own work, time and that of junior colleagues to ensure proper nursing service in the unit. Display a concern for patients, promoting, advocating and facilitating proper; treatment and

care and ensuring that the unit adheres to the principles of Batho Pele. Able to develop contacts, build and maintain a network of professional relations in order to enhance service delivery. Ensure department complies with National Core Standards. Ensure effective management and utilisation of resources.

- ENQUIRIES** : Ms ZE Gumede Tel No: 034 328 8137
- APPLICATIONS** : All applications should be posted to: The Recruitment Officer, Madadeni Hospital, Private Bag X6642, Newcastle, 2940
- FOR ATTENTION** : The Recruitment Officer
- NOTE** : 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.
- CLOSING DATE** : 16 November 2018
- POST 44/204** : **OPERATIONAL MANAGER NURSING (GENERAL) (NIGHT DUTY) REF NO: MAD 30/ 2018**
- SALARY** : R420 318 – R473 067 per annum plus 8% Inhospitable Allowance, 13th cheque, medical Aid (Optional) and housing allowance (employee must meet prescribed requirements)
- CENTRE** : Madadeni Provincial Hospital
- REQUIREMENTS** : Basic R425 Degree/ Diploma in General Nursing and Midwifery. Minimum of 7 years appropriate recognizable experience in nursing after registration as a professional nurse with SANC in General Nursing. Proof of Current registration with SANC (2018 Receipt). Certificate of Service from previous and current employer endorsed and stamped by HR must be attached. Knowledge, Skills, Training and Competencies required: Leadership, Management, planning, organizing and co –ordination skills. Knowledge of relevant acts, prescripts, policies and procedures governing health care service delivery especially the forensic unit. Sound knowledge of nursing care delivery approaches and scope of practice in the areas under their control. Sound knowledge of priority programs clinical guidelines, protocols, policies and procedures and best practices in nursing care service delivery. Good communication, interpersonal, negotiation, decision–making, problem –solving, conflict management, counselling, teaching, mentorship and supervisory skills. Knowledge of Code of conduct, Labour Relations and related policies.
- DUTIES** : care in an efficient and cost effective manner. Facilitate and strengthen implementation of health care services delivery policies, procedures, clinical guidelines, protocols, plans and strategies aimed at achieving service excellence. Promote implementation of Batho Pele principles, Patient’s Rights charter and acceptable professional/clinical-ethical standards within the applicable legal framework. Participate and ensure implementation on National Core Standards, National Health Priorities, and quality improvement initiatives including national

priority program plans. Identify staff and student's training needs, ensure that effective development takes place and monitor performance thereof. Demonstrate effective communication with staff, patients, colleagues, clinicians and other stakeholders including report writing and presentation. Ensure effective efficient management and utilization of resources including staff, material, financial etc. Exercise control of discipline, grievance and labour relations in terms of laid down policies, procedures. Ensure effective data management at night. Ensure all night services are coordinated.

- ENQUIRIES** : Ms ZE Gumede Tel No: 034 328 8137
- APPLICATIONS** : All applications should be posted to: The Recruitment Officer, Madadeni Hospital, Private Bag X6642, Newcastle, 2940
- FOR ATTENTION** : The Recruitment Officer
- NOTE** : 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.
- CLOSING DATE** : 16 November 2018
- POST 44/205** : **CHIEF RADIOGRAPHER, (DIAGNOSTIC) GRADE 1 REF NO: GS 62/18**  
Component – Radiography
- SALARY** : R440 982 – R489 429 per annum. Other Benefits: 13<sup>th</sup> cheque, medical aid (optional), home owner allowance, employee must meet prescribed requirements
- CENTRE** : Greys Hospital, Pietermaritzburg
- REQUIREMENTS** : National Diploma / Degree in Diagnostic Radiography. Certified copy of original registration with the Health Professions Council of South Africa (HPCSA) as a diagnostic radiographer. Certified copy of current registration as a Diagnostic Radiographer (Independent Practice) with Health Professions Council of South Africa (HPCSA) for 2018/2019. Minimum of three years experience working in a computerized radiography department (working in a PACS/RIS environment) after registration with HPCSA as a Diagnostic Radiographer (Independent Practice). Certificates of Service to be attached as proof of experience. Recommendations: Work experience in a specialized field eg Mammography, CT, MRI, Cardiac Cath Lab. Knowledge, Skills and Experience: Expert knowledge of specialized equipment and radiography procedures, including multi slice CT and PACS/RIS applications. Good communication, interpersonal relations and problem solving skills. Sound knowledge of radiation control regulations and health and safety policies. Basic supervisory skills. Computer Literacy.
- DUTIES** : Provide high quality diagnostic radiography service. Observe safe radiation protection standards and ensure health and safety rules and regulations are adhered to be actively involved in the Radiation Control Directorate Quality Assurance programme. Participate in a 24 hour roster system which includes nights, weekends, Public Holidays and standby duties. Working knowledge and

experience of PMDS and be responsible for the PMDS of staff members as allocated. Provide assistance, supervision and training to junior staff and student radiographers. Promote good health practices and ensure optimal care of the patient. Participate in quality improvement programmes, policy making, in-service training and National Core Standards. Perform reception and administrative duties as required.

- ENQUIRIES** : Mrs Wood Tel No: 033-897 3208
- 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 NB: 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 61/18. 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** : 16 November 2018
- POST 44/206** : **PROFESSIONAL NURSE (SPECIALTY) (ICU) REF NO: MAD 31/ 2018**
- SALARY** : Grade 1: R362 559 – R420 318  
Grade 2: R445 917 – R548 436 per annum  
Plus 8% Inhospitable Allowance, 13th cheque, medical Aid (Optional) and housing allowance (employee must meet prescribed requirements)
- CENTRE** : Madadeni Provincial Hospital
- REQUIREMENTS** : **Grade 1:** Basic R425 Degree/Diploma in Nursing or equivalent qualification that allows registration with the South African Nursing Council as Professional Nurse. One (1) year post basic qualification in Critical Care Nursing Science. Registration with the SANC as a Professional Nurse. A minimum of 4 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Proof of current registration with SANC (2018 Receipt). **Grade 2:** Basic R425 Degree/Diploma in Nursing or equivalent qualification that allows registration with the South African Nursing Council as Professional Nurse. A 1year post basic qualification in Critical Care Nursing Science. A minimum of 14 years appropriate or recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred above must be appropriate/recognizable experience after obtaining post basic qualification in Critical Care Nursing Science. Certificate of Service from previous and current employer endorsed and stamped by HR must be attached. Skills, Training and Competencies required: - Strong interpersonal, communication and presentation skills. Ability to make independent decisions. An understanding of the challenges facing the public health sector. Ability to prioritize issues and other work related matters and to comply with time frames. High level of accuracy. Depth knowledge of Acts, Policies, Procedures, Prescripts and Legislations.
- DUTIES** : Render an optimal holistic specialized nursing care to patients as member of the Multidisciplinary team. Train and supervise junior staff and student nurses. Maintain accreditation standards by ensuring compliance with National Core Standards. Co-ordinate clinical activities of the unit. Participate in the formulation, analysis, implementation and monitoring of unit objectives, policies, and procedures. Participate in nursing audits and maintain accurate records. Display a concern for patients, promoting advocating, and facilitating proper treatment and care. Ensure the unit complies with Infection Prevention and Control as well as

Occupational Health and Safety policies. Strengthen ethics and professionalism. Provide safe and therapeutic environment for patients, staff and public. Participate in staff development using EPMDS System and other work related programmes and training.

- ENQUIRIES** : Ms ZE Gumede Tel No: 034 328 8137
- APPLICATIONS** : All applications should be posted to: The Recruitment Officer, Madadeni Hospital, Private Bag X6642, Newcastle, 2940
- FOR ATTENTION** : The Recruitment Officer
- NOTE** : 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.
- CLOSING DATE** : 16 November 2018
- POST 44/207** : **CLINICAL NURSE PRACTITIONER (GRADE 1) REF NO: PCHC 04/2018**
- SALARY** : R362 559 per annum. Benefits: 13<sup>th</sup> Cheque, home owner allowance, and Medical aid optional (Employee must meet prescribed policy requirements)
- CENTRE** : Phoenix Community Health Centre
- REQUIREMENTS** : Senior certificate/Matric or equivalent plus Degree / Diploma in General Nursing, Midwifery plus one year post basic qualification in Primary Health Care. Proof of current registration with SANC as General Nursing and Primary Health Care (2018 receipt). Experience: Grade 1: A minimum of 4 years appropriate/ recognizable nursing experience after registration as a Professional Nurse with the SANC in General Nursing. Certificate of service from current / previous employers stamped by HR must be attached: Knowledge, Skills, Attributes and Abilities required: Knowledge of all applicable legislation such as Nursing Acts, Mental Act, OH&S Act, Knowledge of nursing care processes and procedure, Batho Pele Principles and Patients Right Charter, Labour Relations Act, Grievance Procedure etc, Display a concern for patient, promoting and advocating proper treatment , Sound understanding of legislation and related ethical nursing practices within a primary health care environment, Report witting skills, Time management skills, Good listening and communication skills, Co- ordination and planning skills, Team building and supervisory skills, Good interpersonal skills. Good sight of procedures and policies pertaining to nursing care, Ability to assist in formulation of patient care related polies.
- DUTIES** : Perform a clinical nursing science in accordance with the scope of practice and nursing standards as determined from a primary health care facility. Promote quality of Nursing care as directed by the professional scope of practice and standards as determined for a primary health care facility. Demonstrate a basic understanding of nursing legislation and related legal and ethical nursing practices within a primary health care environment. Work effectively and amicably at a supervisory level, with person of divert intellectual, culture race or religious

differences. Able to manage own work time and that of junior colleagues to ensure proper nursing service in a unit Develop contacts, build and maintain a network of professional relations in order to enhance service delivery. Supervision of patient and provision of basic patient needs e.g oxygen, nutrition, elimination, fluids and electrolyte balance, safe and therapeutically environment in the clinic using EDL guidelines. Ensure clinical intervention to client including administering of prescribed medication and ongoing observation of patient in the clinic. Motivate staff regarding development in order to increase level of expertise and assist patients to develop a sense of self care. Ensure proper utilisation and safe keeping of basic medical, surgical pharmaceutical and stock.

- ENQUIRIES** : Mr MA Ndlovu (Deputy Manager Nursing) Tel No: 031-538 0808
- APPLICATIONS** : Application to be forwarded to: The Human Resource Manager, Phoenix Community Health Centre, Private Bag x007, Mt Edgecombe 4300.
- FOR ATTENTION** : Ms H.S Khuzwayo
- NOTE** : Direction to candidate: The following documents must be submitted, Application for employment form (Z83), which is obtainable as any Government Department or from website – [www.kznhealth.gov.za](http://www.kznhealth.gov.za). Original 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. Application must be submitted on or before closing date. The reference number must be indicated in the column provided on the form Z83 e.g. PCHC 02/2018. Failure to comply with the above instruction will disqualify applications. Please note that due to the number anticipated, applications will not acknowledge. Correspondence will be limited to short listed candidate only. NB: African Male are encouraged to apply
- CLOSING DATE** : 16 November 2018
- POST 44/208** : **OPHTHALMIC NURSE (GRADE 1) REF NO: UNTU 05/2018 OPD**
- SALARY** : R362 559 per annum. Other benefits; Medical Aid (optional). 13th Cheque, Housing Allowance (employee must meet the prescribed requirements) plus 08% rural allowance
- CENTRE** : Untunjambili District Hospital: Kranskop Area
- REQUIREMENTS** : Senior certificate STD 10/ (Grade 12), Diploma / Degree in General Nurse and Midwifery. A post basic qualification in Ophthalmic Nursing with 4 days Certificate in Primary Eye Care. A proof of Nursing Council (2018 receipt). A minimum of 4 years' experience in nursing after registration with SANC as a professional nurse. Proof of current and previous working experience endorsed by Human Resource must be attached. Valid Driver's Licence (EB) Recommendations: Dispensing Licence, Knowledge in nursing care process and procedures, nursing statutes and other relevant legal framework. Good communication skills-verbal and written. Co-ordination & liaison skills. Problem solving. Financial and budgetary knowledge pertaining to relevant resources under Management, Insight into the procedures and policies pertaining to the Nursing Care. Leadership, Organizational, decision making and problem solving abilities within the limit of the public sector and institutional framework, Interpersonal skills including public relations, negotiating conflict handling and counselling skills, Computer skills in basic programmes.
- DUTIES** : To perform clinical nursing practice in accordance with the scope of practice and nursing standards for a primary health care sitting. Develop and ensure implementation of nursing care plans. Maintain complete and accurate nursing record according to legal requirements. Diagnosis, treatment, and follow up of the certain specified eye conditions. Diagnosis & referral of other specified eye condition. Visiting pay point for cataract screening. Provisioning of in service training in a Primary Eye Care to a Primary Health Care worker. Provisioning of a preparation of patient for surgical, assisting the surgeon in the operating room and post-operative care. Supervision of cataract case finding, cataract surgery marketing, and rapid assessment of cataract surgical coverage in the community. Supervision of the screening of school children. Prescribing and dispensing of glasses. Supervision of the screening of chronic patients including diabetics. Establishment and maintenance of support groups. Performing fast queue for chronic patients.



<b><u>ENQUIRIES</u></b>	:	Ms PS Xongwana Tel No: (033 4441259)
<b><u>APPLICATIONS</u></b>	:	Applications should be directed to: Human Resource Manager Untunjambili District Hospital, Private Bag X 216, Kranskop, 3268
<b><u>FOR ATTENTION</u></b>	:	Mrs L.A. Mkhize
<b><u>NOTE</u></b>	:	Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of qualifications/certificates, Professional Registration Certificates, Identity Document and Driver's Licence (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. 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 of the advertised post are free to apply. Due to cost-cutting measures, S&T Claims will not be paid to candidates who will be attending interview.
<b><u>CLOSING DATE</u></b>	:	27 November 2018
<b><u>POST 44/209</u></b>	:	<b><u>PROFESSIONAL NURSE – (SPECIALTY) THEATRE REF NO: PNT 05 /2019 (X2 POSTS)</u></b> Directorate: Dundee Hospital
<b><u>SALARY</u></b>	:	R362 559 (13% cheque, housing allowance (employee must meet prescribed requirements) medical aid (optional) 12% rural allowance.
<b><u>CENTRE</u></b>	:	Dundee Hospital
<b><u>REQUIREMENTS</u></b>	:	Matric Senior Certificate (Grade 12). Diploma / Degree in nursing or equivalent qualification that allows registration with the SANC as Professional Nurse and Midwife. 1 year Post Basic Qualification in the speciality (Diploma in Operating Theatre Technique). A minimum of 4 years appropriate recognizable experience in Nursing after registration with SANC. Current registration with SANC as a Professional nurse (2018). Proof of current/ previous work experience and stamped by the employer(s) must be attached. Knowledge, Skills and Competencies Required: Knowledge of nursing care process and procedures, nursing and other relevant legal Frameworks. Knowledge of labour relations. Good communication, interpersonal, counseling and time management skills. Financial and budgetary knowledge pertaining to the relevant resources under Management. Knowledge and experience in implementation of Batho Pele Principle and Patients, Right Charter, Code of conduct. Ability to function well within the team. Knowledge of National Core Standards.
<b><u>DUTIES</u></b>	:	Provision of optimal, holistic specialized nursing care provided within set standards and Professional/ legal standards. Maintain accurate and complete patients records according to legal requirements. Compilation and analysis of statistics. Participate in auditing of clinical charts and QIPs. Participate in the implementation of National Core Standards, guidelines, protocols. Effective, efficient and economical use of all allocated resources. Provision of effective support to nursing services. Assist in supervision and development of staff. Participate in training and research. Maintain professional growth / ethical standards and self-development. Participate in all hospital programs e.g. IPC, Quality Assurance. Scrubbing for minor as well as major operations. Promote good working relationship with

multidisciplinary team. Ensuring the availability of the necessary basic equipment and stock.

**ENQUIRIES** : Mrs. N.T Mkhize, Tel No: 034 212 1111 Ext 268

**APPLICATIONS** : Applications should be delivered to: KwaZulu-Natal Department of Health, Dundee Provincial Hospital, 121 McKenzie Street, Dundee, 3000 Postal Address Dundee Provincial Hospital, Private Bag X2011, Dundee, 3000

**NOTE** : Employment Equity Plan: African Male

**CLOSING DATE** : 16 November 2018

#### **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** : 16 November 2018 (at 16h00). Applications received after the closing date & time will not be considered.

**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), certified copies of identity document as well as valid driver's licence (where a driver's licence is a requirement). Applicants must provide proof of supervisory or management experience (where it is a requirement) and certified copies of acting appointment letters for occupying acting positions. Curriculum Vitae (CV) dates of starting and leaving employment must be given as DD/MM/YY. 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 or e-mailed applications be accepted. Receipt of applications will not be acknowledged due to the volume of applications and should you not receive 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 this post(s).

#### **MANAGEMENT ECHELON**

**POST 44/210** : **CHIEF DIRECTOR: PUBLIC & FREIGHT TRANSPORT MANAGEMENT REF NO: P 35/2018**  
 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** : R1 189 338 per annum (all Inclusive, flexible remuneration package)  
**CENTRE** : Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg  
**REQUIREMENTS** : 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 projects with direct interventions, strategic policies and partnerships with the industry. Manage the resources of the component.

**ENQUIRIES** : Ms F Sithole Tel No: 033 – 355 8870  
**FOR ATTENTION** : Mr C McDougall  
**NOTE** : It is the intention of this Department to consider equity targets when filling this position.